**Legislative Oversight Committee**
South Carolina House of Representatives
Post Office Box 11867
Columbia, South Carolina 29211
Telephone: (803) 212-6810 • Fax: (803) 212-6811

# 2016 Annual Restructuring Report
# Extension Request Guidelines

**PLEASE NOTE:**

**The information included in the agency's report will appear online for all legislators and the public to view.**

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| Agency Name: | **SC Commission on Higher Education (H03)** |
| Date Request Submitted: | **January 27, 2016** |

# Background

**Committee Standard Practices 4.2.2 - 4.2.4**

**Extensions for Annual Restructuring Reports**

4.2.2 The Chairman may, for reasons he determines as good cause, provide an agency an extension and new deadline to submit its Annual Restructuring Report ("New Deadline"). The Chairman will not provide more than two extensions without unanimous consent from the full committee.

4.2.3 Before the Chairman will consider a request from an agency for an extension, the agency must fully complete a Committee Extension Request form, as approved by the Committee Chairman, and provide it to the Chairman for consideration.

4.2.4 Until the agency receives a response, it should continue to complete the report to the best of its ability as if it is due on the original deadline.

# Submission Process

## Note this Extension Request Form will be published online.

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| Agency | SC Commission on Higher Education (H03) |
| Date of Submission | 1/27/2016 |

*Instructions* : Please complete this Extension Request Form. The completed form should be submitted electronically to the House Legislative Oversight Committee (HCommLegOv@schouse.gov) in both the original format (Excel) and saved as a PDF for online reporting. Please direct any questions about this process to Jennifer Dobson (jenniferdobson@schouse.gov) or Charles Appleby (charlesappleby@schouse.gov).

I. Extension Request

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| 1 | State the date the agency orginially received the report guidelines: | 11/24/2015 |
| 2 | State the date the agency submitted this request for an extension: | 1/27/2016 |
| 3 | State the orginial deadline for the report: | January 12, 2016, first day of session as provided by statute |
| 4 | State the number of additional days the agency is requesting: | 33 business days from the Jan 12 due date |
| 5 | State the new deadline if the additional days are granted: | 2/29/2016 |

II. History of Extensions

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| 1 | List the years in which the agency previously requested an extension, putting the years the extension was gratned in bold: | None. CHE submitted the first House Restructuring Report on deadline on 3/31/2015 as required. CHE also submitted the first required Senate report as required on Jan. 13, 2015. Annual Agency Accountability Reports have also been submitted on time. |

# Submission Process

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| III. | Good Cause | | | |
| | | 1 | Please state good cause as to why the Committee should grant the extension requested by the agency. Please limit the response to 1,000 words or less. | The South Carolina Commission on Higher Education (CHE) respectfully requests an extension for the submission of its 2016 Annual Restructuring Report until February 29, 2016. We understand and appreciate the importance of timeliness of this submission to the committee and regretfully were not able to complete and submit the report on the first day of the 2016 Session.<br>This past fall, under the leadership of a new chairman who was appointed September 15, 2016, CHE undertook a thorough review and vetting of its legislated authorities and responsibilities and the resources available and needed to most effectively carry out our core mission activities. As part of our process, the Commission will be following its review with a renewed strategic planning effort aimed at aligning the work of the Commission with identified goals and outcomes focused on refining a public agenda for higher education in South Carolina.<br>We have placed priority on this work in addition to carrying out our daily responsibilities so that we might also best facilitate the work of an ad hoc committee of the House Education and Public Works Committee focused on higher education governance in South Carolina. This ad hoc committee was appointed by Chairman Allison in late spring of 2015 and charged with bringing recommendations forward this Session. Its work is focused on examining the state's governance structure for our higher education system and the Commission has been a primary focus. We have been diligently working on our review to assist the ad hoc committee in its explorations and to offer recommendations as to the Commission's authority and responsibilities. We have also been proactive in vetting how our authority will advance an accountable, effective, and coordinated system of higher education in South Carolina. Our "north star" has been to ensure that the product of this effort will be a system best suited to meet the needs of the State and will create a well-educated and qualified workforce for the economic advancement of South Carolina and benefit of its citizens.<br>We are nearing the completion of this process. An extension until February 29 will enable us to report more fully on this work and the future goals and objectives of the Commission in carrying out its intended legislated purpose. |
| IV. | Verfication | | | |
| | | 1 | Please state the name of the agency head, or person designated and authorized by the agency head to do so, that has approved and reviewed the information provided in this Extension Request form. | Mr. Gary Glenn, Interim Executive Director of the SC Commission on Higher Education |
| | | 2 | Does the agency head, or designated person by the agency head, affirm that the information contained in this form from the agency is complete and accurate to the extent of his or her knowledge. | Yes |
| V. | Committee Response | | **Leave this section blank.** | |
| | | 1 | Date extension was granted: | 1-Feb-16 |
| | | 2 | Number of additional days granted: | 33 business days |
| | | 3 | New deadline for agency response: | 29-Feb-16 |

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# 2016 Annual Restructuring Report Guidelines

**PLEASE NOTE:**
**The information included in the agency's report will appear online for all legislators and the public to view.**

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|---|---|
| Agency Name: | **SC Commission on Higher Education** |
| Date Report Submitted: | **February 29, 2016** |
| Interim Executive Director | |
| First Name | Gary |
| Last Name: | Glenn |
| Email Address: | gglenn@che.sc.gov |
| Phone Number: | 803-737-2275 |

# General Instructions

| SUBMISSIONS | |
|---|---|
| What to submit? | Please submit this document in electronically only in both the original format (Excel) as well as in a PDF document. Save the document as “2016 - Agency ARR (*insert date agency submits report* ).” |
| When to submit? | The deadline for submission is by the first day of session, January 12, 2016. |
| Where to submit? | Email all electronic copies to HCommLegOv@schouse.gov. |

NOTE: If the agency enters its Name and the Date of Submission in the "Cover Page" tab, it should automatically populate at the top of each tab in this report.

| WHERE INFORMATION WILL APPEAR | |
|---|---|
| Where will submissions appear? | The information included in the agency's report will appear online for all legislators and the public to view. On the South Carolina Statehouse Website it will appear on the Publications page as well as on the individual agency page, which can be accessed from the House Legislative Oversight Page. |

| QUESTIONS | |
|---|---|
| Who to contact? | House Legislative Oversight at 803-212-6810. |

| OTHER INFORMATION | |
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| ***House Legislative Oversight*** | |
| Mailing | Post Office Box 11867 |
| Phone | 803-212-6810 |
| Fax | 803-212-6811 |
| Email | HCommLegOv@schouse.gov |
| Web | The agency may visit the South Carolina General Assembly Home Page (http://www.scstatehouse.gov) and click on "Citizens’ Interest" then click on "House Legislative Oversight Committee Postings and Reports." |

# Legal Standards

## This is the first chart in the report because the legal standards which apply to the agency should serve as the basis for the agency's mission, vision and strategic plan.

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| Agency Responding | SC Commission on Higher Education |
| Date of Submission | 2/29/2016 |

*Instructions* : List all state and federal statutes, regulations and provisos that apply to the agency ("Laws") and a summary of the statutory requirement and/or authority granted in the particular Law listed. If the agency grouped Laws together last year, they can continue to do so this year. However, please be aware that when the agency goes under study, the House Legislative Oversight Committee will ask it to list each Law individually. The Committee makes this request so the agency can then analyze each of the Laws to determine which current Laws may need to be modified or eliminated, as well as any new Laws possibly needed, to allow the agency to be more effective and efficient or to ensure the Law matches current practices and systems. Included below is an example, with a partial list of Laws which apply to the Department of Juvenile Justice. Please delete the example information before submitting this chart in final form. NOTE: Responses are not limited to the number of rows below that have borders around them, please list all that are applicable.

CHE Note: Statutes included below are provided in the format per the report last year with updates as needed. CHE recently undertook a review of legislation relating to the agency. The report which was provided to the House Education and Public Works ad hoc committee on Higher Education Governance that met during the 2015 session and in the interim is available upon request and also accessible at http://www.scstatehouse.gov/CommitteeInfo/HouseHigherEducationGovernanceAdHocCommittee/HouseHigherEducationGovernanceAdHocCommittee.php (See December 14 meeting)

| Item # | Statute, Regulation, or Proviso Number | State or Federal | Summary of Statutory Requirement and/or Authority Granted | Is the law a Statute, Proviso or Regulation? |
|---|---|---|---|---|
| 1 | 59-103 | State | CHE authorizing legislation | Statute |
| 2 | 59-104 | State | Initiatives for Research and Academic Excellence. This chapter identifies a number of programs and initiatives overseen by CHE. | Statute |
| 3 | 59-58 | State | This chapter defines licensing for nonpublic postsecondary institutions and establishes CHE as the authority for carrying out this licensing function | Statute |

# Legal Standards

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| 4 | 2-75 | State | Establishes the SC Research Centers of Economic Excellence Program, now known as SmartState. This program is overseen by an independently appointed board and CHE is required to provide staff and support to the board. | Statute |
| 5 | 2-77 | State | Establishes the lottery-funded SC Higher Education Excellence Enhancement Program. CHE is responsible for administering the provisions of the program. | Statute |
| 6 | 59-101 | State | Establishes various provisions relating to colleges and universities many of which in turn relate to admnistrative responsibilities for CHE. | Statute |
| 7 | 59-112 | State | Established the Critical Needs Nursing Act (2008) relating to salary enhancements, student scholarship and assistance programs for future nursing faculty, healthcare workforce research and simulation technology. Assigned administrative responsibilities to CHE. Funds were initially provided for faculty enhancement, but the Act is no longer funded. | Statute |
| 8 | 59-111 | State | Establishes various provisions relating to scholarships and other tuition assistance. CHE has varying administerial roles with respect to programs included in this chapter. | Statute |
| 9 | 59-112 | State | Establishes provisions for the determination of rates of tuition and fees (residency). CHE has administrative responsibilities in establishing regulation and ensuring uniform administration by the colleges and universities. | Statute |
| 10 | 59-114 | State | Establishes the SC National Guard College Assistance program and assigns CHE administrative and oversight responsibilities. | Statute |
| 11 | 59-118 | State | Establishes the SC Academic Endowment Incentive Act (1997) which provides matching funds for public institutions. The program continues to be funded but not at levels intended when initially established. In FY16, recurring program funds are $160,592. | Statute |
| 12 | 59-142 | | Establishes the need-based grant program for public institutions. CHE has responsibilities for promulgating regulations and ensuring uniform administration by the colleges and universities. | Statute |
| 13 | 59-143 | State | Establishes the Children's Education Endowment from which funding is directed for the Palmetto Fellows and Need-Based Grant Programs. | Statute |
| 14 | 59-149 | State | Establishes the Legislative Incentives for Future Excellence (LIFE) Scholarship Program. | Statute |
| 15 | 59-150 | State | Establishes SC Education Lottery Act. Includes provisions for CHE to appoint 3 members to the Lottery Oversight Committee and provisions for several lottery programs for which CHE has administrative responsibility. | Statute |
| 16 | 59-153 | State | Establishes Endowment Funds incentive program. Program is not currently funded. | Statute |
| 17 | 59-26-20 | State | Relates to duties of SDE and CHE regarding certain programs relating to the teaching profession | Statute |
| 18 | 59-59-190, 59-59-210 | State | Provisions within the Education and Economic Development Act of 2005 establishing CHE responsibilities related to transfer and ensuring seamless educational transitions, working with the regional education centers, and others. | Statute |

# Legal Standards

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| 19 | 59-113-10 | State | Provides for service of CHE executive director on the board of the SC Tuition Grants Commission. | Statute |
| 20 | 13-17-40 | State | Provides for service of CHE chair on the SC Research Authority (SCRA) board. | Statute |
| 21 | 59-50-20 | State | Provides for service of CHE executive director or designee on board of directors of the Governor's School of Science and Mathematics | Statute |
| 22 | 59-48-21 | State | Provides for service of CHE executive director or designee on board of directors of the Governor's School for Arts and Humanities. | Statute |
| 23 | 48-52-865 | State | Requires 2 appointments recommended by CHE for the Energy Independence and Sustainable Construction Advisory Committee, which is a 13-member committee establised with the passage of Act 150 of 2014. | |
| 24 | 59-105-60 | State | Establishes the SC Campus Sexual Assault Information Act (2005) which required development of a model sexual assault policy for institutions. | Statute |
| 25 | 59-53-40 | State | Required CHE to approve criteria for all college parallel courses. | Statute |
| 26 | 59-26-20 | State | Requires CHE to work with the SC Department of Education in activities related to teacher education training programs and in approving program standards for teachers. | Statute |
| 27 | 59-54-20 | State | Provides for State Occupational Training Advisory Committee; duties and recommendations. This committee is defunct. | Statute |
| 28 | 11-51-40, 11-51-70, 11-51-125, 11-51-190 | State | Provisions in the Life Sciences Act of 2004 relating to bond funds authorized research instituitons for capital projects to build research infrastructure and for deferred maintenance projects for comprehensive 4-year and also 2-year colleges and assigned certain administrative responsibilities to CHE and the Research Centers of Excellence Review Board which is staffed by CHE. | Statute |
| 29 | 2-47-40, 2-47-50 | State | Provisions relating to the approval by CHE of permanent improvement projects for capital construction by public higher education institutions. | Statute |
| 30 | 12-6-3385 | State | Establishes parameters related to eligibility for tuition tax credit and information support provided by CHE. | Statute |
| 31 | R.62.1-100 | State | State Regulation promulgated for the licensing of nonpublic postsecondary educational institutions pursuant to 59-58-40. | Regulation |
| 32 | R.62.110-132 | State | State Regulation promulgated concerning the SC Student Loan Corporation. | Regulation |
| 33 | R.62.200-240 | State | State Regulation promulgated for the operation of the SC National Guard Loan Repayment program. The program was closed in 2007 in lieu of a college assistance program for the National Guard. CHE is in the process of repealing these regulations which are no longer needed with the program being closed and fully phased-out. | Regulation |
| 34 | R.62.250-263 | State | State Regulation promulgated for the operation and adminstration of the SC National Guard College Assistance Program which was enacted in 2007 and implemented during fall 2007. | Regulation |
| 35 | 62.300-375 | State | State Regulation promulgated for Palmetto Fellows Scholarship Program. | Regulation |
| 36 | 62.400-401 | State | State Regulation promulgated for Undergraduate Competitive Grants Program. Program is no longer funded. | Regulation |

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| 37 | 62.450-505 | State | State Regulation promulgated for the SC Need-based Grant Program for public institutions. | Regulation |
| 38 | 62.510-522 | State | State Regulation for the Governor's Teaching Scholarship/Loan Program. | Regulation |
| 39 | 62.540-590 | State | State Regulation for African American Loan Repayment program. Program funded at SC State University and Benedict College. | Regulation |
| 40 | 62.600-612 | State | State Regulation promulgated for the determination of rates of tuition and fees (State Residency for tuition). | Regulation |
| 41 | 62.700-750 | State | State Regulation for Performance Standards and Funding and the Reduction, Expansion, Consolidation, or Closure of an Institution. | Regulation |
| 42 | 62.820-900 | State | State Regulation promulgated for the administration of the SC Academic Endowment Incentive Act of 1997. | Regulation |
| 43 | 62.900.85-900.140 | State | State Regulation promulgated for the administration of the SC HOPE scholarship program. | Regulation |
| 44 | 62-900.150-900 | State | State Regulation promulgated for the administration of the SC Lottery Tuition Assistance Program for 2-year public and independent institutions. | Regulation |
| 45 | 62-901-904 | State | State Regulation promulgated for the Higher Education Excellence Enhancement Program. | Regulation |
| 46 | 62.1000-1040 | State | State Regulation promulgated for the administration of the LIFE Scholarship and Palmetto Fellows Scholarship Appeals. | Regulation |
| 47 | 62.1100-62.1170 | State | State Regulation promulgated for oversight and administration of the program for free tuition for residents of SC aged sixty years old and older. | Regulation |
| 48 | 62-1200.1-1200.70 | State | State Regulation promulgated for the administration of the LIFE Scholarship and LIFE Scholarship Enhancements. | Regulation |
| 49 | 11.1 (FY16, Part 1B) | State | (CHE: Contract for Services Program Fees) Proviso in existence since at least 91-92.Provides for SC's participation in SREB and Contract for Services programs which have included Veterinary Medicine since 1958 and Optometry since 1973. Appropriations in FY15: SREB Contract Programs and Assessments, $3,509,750. | Proviso |
| 50 | 11.3 (FY16, Part 1B) | State | (CHE: African-American Loan Program) Proviso established in FY96. Appropriations in FY15: $119,300. Per the proviso $87,924 to SC State and $31,376 to Benedict. | Proviso |
| 51 | 11.4 (FY16, Part 1B) | State | (CHE: GEAR-UP) Proviso established in FY00.CHE is designated by Governor as the lead entity in SC to receive the federal GEAR UP (Gaining Early Awareness and Readiness for Undergraduate Programs). The current grant (3rd) was awarded in 2011 and provides $22.3 million over 7 years. The grant activities serve a cohort of students beginning in 7th grade along the I-95 corridor. Appropriations in FY16: State $177,201 and Federal $3,620,901. | Proviso |
| 52 | 11.5 (FY16, Part 1B) | State | (CHE: EPSCoR Committee Representation) Proviso established in FY01. Proviso ensures representation of 4-year teaching institutions in the federal Experimental Program to Stimulate Competitive Research (EPSCoR) which is designed to increase research as SC public institutions. | Proviso |

# Legal Standards

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| 53 | 11.6 (FY16, Part 1B) | State | (CHE: SREB Funds Exempt From Budget Cut) Proviso established in FY02. Necessary to enable state to meet contractual obligations in the event of mid-year budget cuts and enables programs funds to be carried forward and used for the same purpose. | Proviso |
| 54 | 11.7 (FY16, Part 1B) | State | (CHE: Performance Improvement Pool Allocation) Proviso initially provided for a performance improvement pool under Performance Funding. In FY02, the funds controlled by this line were redirected to EPSCoR and SC State. Appropriations in FY16: $1,397,520 total with $1,118,016 to EPSCoR and $279,504 to SC State. | Proviso |
| 55 | 11.8 (FY16, Part 1B) | | (CHE: Troops-to-Teachers) Proviso established in FY03. Allows in-state rates for military participating in Troops-to-Teachers alternate teacher certification program. Program was housed at CHE but moved to SDE in early 2000s | Proviso |
| 56 | 11.9 (FY16, Part 1B) | | (CHE: Need-Based Grants for Foster Youth) Proviso established in FY06. Enables foster youth to qualify for greater need-based grant awards at public institutions than allowed under program statute. | Proviso |
| 57 | 11.10 (FY16, Part 1B) | | (CHE: Tuition Aid) Proviso established in FY09. SC Code of Laws §59-111-20 provides free tuition to certain children of war veterans killed in action and limits access to students aged 26 years and younger. Proviso allows the age to be waived for appealed extenuating health circumstance documented and certified by Division of Veterans Affairs. | Proviso |
| 58 | 11.11 (FY16, Part 1B) | State | (CHE: LIFE and Palmetto Fellows Enhancement Stipends) Proviso established in FY11. | Proviso |
| 59 | 11.12 (FY16, Part 1B) | State | (CHE: SmartState) Proviso established in FY13. | Proviso |
| 60 | 11.15 (FY16, Part 1B) | State | (CHE: College Transition Need-Based Grants) Proviso established in FY14 and updated in FY15 for continuation. Proviso established to re-direct recurring funding provided to a non-profit (Charleston Transition Connection) to be dedicated to need-based grant assistance for students now enrolled in recognized transition programs (USC, Clemson, College of Chas., Coastal, and as of spring 2015, Winthrop). The dedicated funding is $179,178, the level of CTC appropriations since FY12. CTC received recurring funding initially in FY08. | Proviso |
| 61 | 11.19 (FY16 Part 1B) | State | (CHE: Scholarship Awards). The General Assembly established in the FY15 budget provisions at left to initiate awards of Palmetto Fellows and LIFE in the Summer. The provision was continued in FY16. CHE has adopted guidelines for implementation and the program is in effect. | Proviso |
| 62 | 11.25 (FY16 Part 1B) | State | (CHE: Other Funded FTE Revenue) New proviso in FY16. | Proviso |
| 63 | 11.29 (FY16 Part 1B) | State | (CHE: Abatements) New proviso in FY16. Requires institutional reporting to CHE on students receiving abatements for tuition and fees per 59-112-70 and numbers of waivers under 59-101-620. | Proviso |

# Legal Standards

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| 64 | 11.30 (FY16 Part 1B) | State | (CHE: Outstanding Institutional Debt) New proviso in FY16. Requires institutions to report information on debt to House and Senate finance committees and CHE. | Proviso |
| 65 | 11.41 (FY16 Part 1B) | State | (CHE: Technical College Study) New proviso in FY16. Requires CHE to submit a report to the General Assemblly not less than Jan 31, 2016, regarding viability for establishing a program at technical colleges whereby students may enroll without the payment of tuition and fees. | Proviso |
| 66 | 11.42 (FY16 Part 1B) | State | (CHE: College and University Out of State Veterans Tuition Differential Reimbursement Fund) New proviso in FY 16 | Proviso |
| 67 | 1.17 (FY16 Part 1B | State | (SDE: Teacher Data Collection). Relates to data sharing between SDE and CHE regarding the teaching profession in South Carolina. | |
| 68 | 1A.7 (FY16, Part 1B) | State | (SDE-EIA: XII.F.2-CHE/Teacher Recruitment) Proviso dates back to at least FY92. Directs EIA funding appropriated through SDE to CHE for allocation to two teacher recruitment programs including CERRA and SC State PRRMT. Appropriations in FY15: $3,904,045 to CERRA and $339,482 to SC State PRRMT. | Proviso |
| 69 | 1A.33 (FY16, Part 1B) | State | (SDE-EIA: Centers of Excellence) Proviso established in FY12 when funding for Francis Marion Center was directed for allocation through CHE Centers of Excellence rather than through SDE. Appropriations: EIA funds totaling $1,137,526 with $787,526 to CHE for Centers of Excellence Program and $350,000 directed to Francis Marion Centers of Excellence to Prepare Teachers of Children of Poverty. | Proviso |
| 70 | 1A.58 (FY16, Part 1B) | State | (SDE-EIA: XIII.F-2 CHE/CERRA) Proviso initially included in the budget in FY13-14 and was amended in FY14-15 to include appeal to CHE. | Proviso |
| 71 | 1A.78 (FY16, Part 1B) | State | (SDE-EIA: Teacher Supply Study) New proviso in FY16 | Proviso |
| 72 | 3.1 (FY16, Part 1B) | State | (LEA: Audit) Proviso in existence since FY04 and amended in FY16 to include all language following the first sentence. New language requires reporting by CHE and institutions on lottery expenditures. Also requires CHE to report to the finance committee chairs by January 15, 2016 on the cost of a tracking system for student scholarships. | Proviso |
| 73 | 3.6 (FY16, Part 1B) | State | (LEA: FY 2014-15 Lottery Funding) Provides for expenditures of lottery funds and instructions regarding the appropriated lottery funds. | Proviso |
| 74 | 3.7 (FY16 Part 1B) | State | (LEA: Higher Education Excellence Enhancement Program Addition) Proviso established initially in FY 04, deleted in FY13 and re-established in FY14. HEEEP operated pursuant to 2-77-10 et seq. Eligible institutions per statute in HBCUs (SC State, Allen, Benedict, Claflin, Morris, and Voorhees). The proviso enables Converse and Columbia College to participate | Proviso |

# Legal Standards

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| 75 | 3.8 (FY16 Part 1B) | State | (LEA: Transfer for Veterans Differential Reimbursement Fund) New proviso in FY16 requiring transfer of funds from one program to a new fund set up to assist in providing a cost offset for institutions implementing new legislation that allows out-of-state veterans and dependents to access in-state tuition. . | Proviso |
| 76 | 117.42 (FY16, Part 1B) | State | (GP: Life and Palmetto Fellows Scholarships Waiver Exemption). Proviso established in FY04 | Proviso |
| 77 | 117.73 (FY16, Part 1B) | State | (GP: Printed Report Requirements) Proviso implemented in FY10 to reduce reporting requirements during the Recession. Suspends various reports across several agencies including certain higher education reports to CHE. The suspended CHE reports relate to institutional effectiveness, performance funding, and the annual reporting of grievances and action under the English Fluency in Higher Learning Act. The proviso also requires certain reports submitted for the CPIP process to be submitted only in electronic format. | Proviso |
| 78 | 117.131 (FY16, Part 1B) | State | (GP: Energy Efficiency Repair and Related Maintenance) New proviso in FY16 to enable institutions to use funds provided in FY15 and held for consideration of a study. Proviso also requires reporting by CHE on the use of thses funds. | Proviso |

# Mission, Vision, and Goals

This is the second chart because the agency's mission and vision should have a basis in the legal standards, which the agency provided in the previous chart. After the agency knows the laws it must satisfy, along with its mission and vision, it can then set goals to satisfy those laws and achieve that vision (and the strategy and objectives to accomplish each goal - see next chart). To ensure accountability, one person below the head of the agency should be responsible for each goal. The same person is not required to be responsible for all of the goals.

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| Agency Responding | SC Commission on Higher Education |
| Date of Submission | 2/29/2016 |
| Fiscal Year for which information below pertains | 2015-16 |

*Instructions* : Provide the agency's mission, vision and laws (i.e. state and/or federal statutes) which serve as the basis for the agency's mission and vision.

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| Mission | The South Carolina Commission on Higher Education (CHE) will promote quality and efficiency in the state system of higher education with the goal of fostering economic growth and human development in South Carolina. |
| Legal Basis for agency's mission | Purpose: 59-103-20. Primary section stating purpose. Other sections may also apply. |
| Vision | VALUES: CHE values<br>• the importance of quality higher education<br>• the accessibility of this education to the citizens of the state<br>• the accountability of the institutions to their students and the General Assembly<br>• excellence on the part of its staff in performing its functions<br>• excellence on the part of the institutions in providing educational opportunities |
| Legal Basis for agency's vision | Vision: See above. |

*Instructions* :
1) Under the "Legal Responsibilities Satisfied" column, enter the legal responsibilities (i.e. state and/or federal statutes and provisos) the goal is satisfying. All of the laws mentioned in the previous chart (i.e. Legal Standards Chart) should be included next to one of the agency's goals. When listing the Legal Responsibilities Satisfied, the agency can group the standards together when applicable (i.e. SC Code 63-19-320 thru 63-19-450). Make sure it is clear whether the agency is referencing state or federal laws and whether it is a proviso or statute.
2) Under the "Goals and Description" column, enter the number and description of the goal which will help the agency achieve its vision (i.e. Goal 1 - Increase the number of job opportunities available to juveniles to 20 per juvenile within the next 2 years). The agency should have 3-4 high level goals.
3) Under the "Describe how the Goal is SMART" column, enter the information which shows the goal is Specific, Measurable, Attainable, Relevant and Time-bound.
4) Under the "Public Benefit/Intended Outcome" column, enter the intended outcome of accomplishing the goal.
5) Under the "Responsible Person" columns, provide information about the individual who has primary responsibility/accountability for each goal. The Responsible Person has different teams of employees beneath him/her to help accomplish the goal. The Responsible Person is the person who, in conjunction with his/her team(s) and approval from higher level superiors, determines the strategy and objectives to accomplish the goal. In addition, this is the person who monitors the progress and makes any changes needed to the strategies and objectives to ensure the goal is accomplished. Under the "Position" column, enter the Responsible Person's position/title at the agency.

CHE is in the process of revisiting its agency goals. The goals listed below were developed as part of the Commission's strategic planning for 2014-15 and are those reported in the FY 2014-15 Agency Accountability Report.

| Legal Responsibilities Satisfied | Goals & Description | Describe how the Goal is S.M.A.R.T. | Public Benefit/Intended Outcome | Responsible Person Name: | Number of months person has been responsible for the goal or objective: | Position: |
|---|---|---|---|---|---|---|
| (i.e. state and federal statutes or provisos the goal is satisfying) | (i.e. Goal 1 - insert description) | Specific<br>Measurable<br>Attainable<br>Relevant<br>Time-bound | (Ex. Output = rumble strips are installed on the sides of a road; Outcome = incidents decrease and public perceives that the road is safer) Just enter the intended outcome | | | |

# Mission, Vision, and Goals

| | | | | | | |
|---|---|---|---|---|---|---|
| 59-103-15 | **Goal 1** - Promote Quality and Effectiveness of South Carolinas Higher Education System | Goal is assessed primarily through vetting of new program/concentration approvals and program productivity analyses. If resources are provided, we will also reinstatement activities associated with a performance evaluation system. Continued use of CHEMIS data on enrollments and completions will inform analyses. | Coordinated access to higher education, effective program delivery, improved time to graduation, and meeting the expectations of employers will result. | N/A | N/A | N/A |
| 59-103-20 | **Goal 2** - Improve Affordability and Accessibility of South Carolina Higher Education Programs and Services | Goal is assessed primarily through vetting of permanent improvement projects, audits of scholarship and grant activity (currently under redisign), and posting of tuition and fee schedules to improve transparency. If responsibility is clarified and resources are provided, we will also reinstatement activities associated with budget approval and creation of annual financial dossiers. Continued use of CHEMIS data on building and space utilization supplemented with maintenance needs data will also inform analyses. | Improved state support for operating funds, mitigated increases in tuition and fees and on-campus housing costs, coordinated access to higher education, the use of maintenance reserves to shift reliance on debt funded renewal and refurbishment projects to pay-as-you-go. | N/A | N/A | N/A |
| 59-103-10 | **Goal 3** - Foster Collaboration to Strengthen Higher Education's Value to the State's Economic Growth and Human Development | Continued coordination with education partners - preK-12, Technical College System, Commerce, DEW, etc. | Improved articulation, improved transitions from one sector to another, workforce based information and advising, improved longitudinal data systems to measure success and retention of in-state and out-of-state students. | N/A | N/A | N/A |
| | | | | | | |
| | | | | | | |

# Strategy, Objectives, and Responsibility

This is the next chart because once the agency determines its goals, and those responsible for each goal, it then needs to determine the strategy and objectives to accomplish each goal. To ensure accountability, one person should be responsible for each objective. This can be the same person responsible for the goal, if it is a small agency, or, for larger agencies, a person who reports to the person responsible for the goal. The same person is not required to be responsible for all of the objectives.

| | |
|---|---|
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*Instructions* :
1) Under the "Legal Responsibilities Satisfied" column, enter the legal responsibilities (i.e. state and/or federal statutes and provisos) the goal or objective is satisfying. For each goal, the agency can copy and paste the information from the Mission, Vision and Goals Chart. All of the legal standards mentioned for a particular goal should be included next to one of the objectives under that goal. When listing the Legal Responsibilities Satisfied, the agency can group the standards together when applicable (i.e. 63-19-320 thru 63-19-370). Make sure it is clear whether the agency is referencing state or federal laws and whether it is a proviso or statute.
2) Under the "Strategic Plan Part and Description" column, enter the strategic plan part number and description (i.e. Goal 1 - Increase the number of job opportunities available to juveniles to 20 per juvenile within the next 2 years). For each goal, the agency can copy and paste the information from the Mission, Vision and Goals Chart. If the agency is still utilizing the same strategies and objectives it submitted as part of the Accountability Report, it can copy and paste those into this chart, then fill in the remainder of the columns. However, if the agency has trouble explaining how each objective is SMART, it may need to revise its objectives. In addition, if the agency has revised its strategic plan since submitting its last Accountability Report, please provide information from the most current strategic plan.
3) Under the "Describe how it is SMART" column, enter the information which shows how each goal and objective is Specific, Measurable, Attainable, Relevant and Time-bound.
4) Under the "Public Benefit/Intended Outcome" column, enter the intended outcome of accomplishing each goal and objective.
5) Under the "Responsible Person" columns, provide information about the individual who has primary responsibility/accountability for each goal and objective. The Responsible Person for a goal has different teams of employees beneath him/her to help accomplish the goal. The Responsible Person for an objective has employees and possibly different teams of employees beneath him/her to help accomplish the objective. The Responsible Person for a goal is the person who, in conjunction with his/her team(s) and approval from higher level superiors, determines the strategy and objectives needed to accomplish the goal. The Responsible Person for an objective is the person who, in conjunction with his/her employees and approval from higher level superiors, sets the performance measure targets and heads the game plan for how to accomplish the objective for which he/she is responsible. Under the "Position" column, enter the Responsible Person's position/title at the agency. Under "Office Address" column, enter the address for the office from which the Responsible Person works. Under the "Department/Division" column, enter the department or division at the agency in which the Responsible Person works. Under the "Department/Division Summary" column, enter a brief summary (no more than 1-2 sentences) of what that department or division does in the agency.

CHE is in the process of revisiting its agency goals. The goals listed below were developed as part of the Commission's strategic planning for 2014-15 and are those reported in the FY 2014-15 Agency Accountability Report. See Mission, Vision, and Goals Worksheet for additional information

| Legal Responsibilities Satisfied: (i.e. state and federal statutes or provisos the goal or objective is satisfying) | *Strategic Plan Part and Description* (i.e. Goal 1 - Insert description, Strategy 1.1 - Insert Description, Objective 1.1.1 - Insert Description) | How it is S.M.A.R.T.: Describe how each goal and objective is... Specific; Measurable; Attainable; Relevant; and Time-bound | Public Benefit/Intended Outcome: (Ex. Output = rumble strips are installed on the sides of a road; Outcome = incidents decrease and public perceives that the road is safer) Just enter the intended outcome | Responsible Person Name: | Number of months person has been responsible for the goal or objective: | Position: | Office Address: | Department or Division: | Department or Division Summary: |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | |
| The agency does not need to insert the information for the rest of the columns for any strategy, type "n/a" | Strategies, Objectives, and Responsibilities are under review in conjunction with the hearings on H. 4833 currently being conducted by the House Education and Public Works Committee. | n/a | n/a | n/a | n/a | n/a | n/a | n/a | n/a |

# Associated Programs

This is the next chart because once the agency has determined its goals, strategies and objectives, the agency needs to determine which of its programs will help achieve those objectives and goals and which programs may need to be curtailed or eliminated. If one program is helping accomplish an objective that a lot of other programs are also helping accomplish, the agency should consider whether the resources needed for that program could be better utilized (i.e. so the agency can most effectively and efficiently accomplish all of its goals and objectives) if they were distributed among the other programs that are helping accomplish the same objective or among programs that are helping accomplish other objectives.

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*Instructions* :
1) Under the "Name of Agency Program" column, enter the name of every program at the agency on a separate row.
2) Under the "Description of Program" column, enter a 1-3 sentence description of the agency program.
3) Under the "Legal Statute Requiring Program" column, enter the legal statute which requires (this is different than allows) the program, if the program is required by a state or federal statute or proviso. Make sure it is clear whether the agency is referencing state or federal laws and whether it is a proviso or statute. If the program is not required by a state or federal statute or proviso, enter "none."
3) Under the "Objective the Program Helps Accomplish" column, enter the strategic plan objective number and description. The agency can copy the Objective number and description from the first column of the Strategy, Objective and Responsibility Chart. Enter ONLY ONE objective per row. If an agency program helps accomplish multiple objectives, insert additional rows with that agency program information and enter each different objective it helps accomplish on a separate row.

**The information below is summarized using the Agency FY 2014-15 Accountability Report information. Because CHE's budget is overwhelmingly scholarship and grant funds (student financial aid), summary groupings are included below including: 1) CHE administration, 2) other programs operated by CHE, 3) funds that flow through CHE to other higher education entities, and 4) scholarships and grants. For individual program detail and description, please refer to the Program Template in CHE's FY 2014-15 Agency Accountability report. The report is accessible at**
http://www.che.sc.gov/CHE_Docs/executivedirector/CHE-H03_FY15AcctReport_ALL_09-15-2015.pdf

| Name of Agency Program | Description of Program | Legal Statute or Proviso Requiring the Program | Objective the Program Helps Accomplish<br>(The agency can copy the Objective number and description from the first column of the Strategy, Objective and Responsibility Chart)<br><br>List ONLY ONE strategic objective per row. |
|---|---|---|---|
| CHE Administration / Employee Benefits and other operating programs | CHE Administration / Employee Benefits and other operating programs including: Licensing of Nonpublic Postsecondary Instituitons, State Approving Agency, EEDA, , EIA-Centers of Excellence, Improving Teacher Quality (ITQ), GEAR UP, College Access Challenge Grant, State Longitudinal Data Systems, and College Goal Sunday | SC Code of Laws authorizing legislation 59-103-10 et seq. Regulations promulgated by the agency are included in Chapter 62 of the State Code of Regulations. (See Legal Standards, Item 1, 27-44 and various provisions throughout) | |

# Associated Programs

| | | | |
|---|---|---|---|
| Flow-through Higher Education Programs | Flow-through Higher Education Programs including: PASCAL, SmartState (Centers of Economic Excellence, University Center of Greenville (Greenville Technical College and Operations), Lowcountry Graduate Center, Academic Endowment, EPSCoR, African American Loan, Performance Funding (directed by proviso to SC State and EPSCoR), EIA-Teacher Recruitment (CERRA and SC State PRRMT), Higher Education Excellence Enhancement Program, Lottery Technology (2- and 4-yr public), Lottery Maintenance Funds (public institutions). | PASCAL, Lottery Technology and Lottery Maint= Item 59; SmartState=Item 3 and 53; Academic Endow=Item 10, 38; Perf Improvement=Item 51; EIA-Teacher recruit=Item 57; HEEEP=Item 4, 41, and 54; African American Loan=Item 35 and 47. | |
| Scholarship and Grants including: Palmetto Fellows, LIFE, and HOPE Scholarships, Need-based Grants, College Transition Connection Need-based Grants, SC National Guard College Assistance Program, SREB Assessements and Contract and Arts Programs, Education Endowment (Palmetto Fellows and Need-based Grants), and Two-Year Lottery Tuition Assistance. | CHE admninisters SC's merit-based scholarships, need-based grants and other student financial aid programs including Palmetto Fellows, LIFE, HOPE, Two-year Lottery Tuition Assistance, SC National Guard College Assistance Program and other student financial aid programs. | PF=Items 2, 12, 31, 33, 59, and 60; LIFE=Items 13, 42, 44, 52, 59, 60; HOPE=Item 14; NB=Item 11, 12, and 33; CTC=Item 56; SCNG CAP=Item 9, 30, and 55; SREB=Items 46, 47, 50 and 36; and LTA=Item 14 and 40. | |

# Strategic Budgeting

This is the next chart because once the agency determines its goals, strategies and objectives, as well as the programs that will best allow the agency to accomplish its objectives, the agency needs to determine how to allocate its funds to most effectively and efficiently accomplish the objectives. After allocating the funds to the objectives, the agency may decide to go back and revise which associated programs it will continue, curtail or eliminate in order to most effectively and efficiently accomplish its goals and objectives.

| | |
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IMPORTANT TIME SAVING NOTE: Please note that only one year of budgeted funds is requested. Once an agency is under study with the House Legislative Oversight Committee, the Committee may request information on how the agency budgeted and spent money for the previous five years. If an agency is chosen for study five years from now, the agency can quickly and easily combine the information from this chart for each of the last five years.

*Part A Instructions :* Estimated Funds Available this Fiscal Year (2015-16)

1) Please enter each source of funds for the agency in a separate column. Group the funding sources however is best for the agency (i.e. general appropriation programs, proviso 18.2, proviso 19.3, grant ABC, grant XYZ, Motor Vehicle User Fees, License Fines, etc.) to provide the information requested below each source (i.e. state, other or federal funding; recurring or one-time funding; etc.). The agency is not restricted by the number of columns below so please delete or add as many as needed. **However the agency chooses to group its funding sources, it should be clear through Part A and B, how much the agency estimates it has available to spend and where the agency has budgeted the funds it has available to spend.**

*Part B Instructions :* How Agency Budgeted Funds this Fiscal Year (2015-16)

1) Enter each agency objective and description (i.e. Objective 1.1.1 - insert description of objective). The agency can insert as many rows as necessary so that all objectives are included.

2) After entering all of the objectives, enter each "unrelated purpose" for which money received by the agency will go (i.e. Unrelated Purpose #1 - insert description of unrelated purpose) on a separate row. An "unrelated purpose" is money the agency is legislatively directed to spend on something that is not related to an agency objective (i.e. pass through, carry forward, etc.).

3) Enter how much money from each source of funds the agency budgets to spend on each objective and unrelated purpose. The "Total budgeted to spend on objectives and unrelated purposes" for each source of funds in Part B should equal the "Amount estimated to have available to spend this fiscal year" in Part A.

**Explanations from the Agency regarding Part A:** *Insert any additional explanations the agency would like to provide related to the information it provides below.*

## PART A
## Estimated Funds Available this Fiscal Year (2015-16)

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Source of Funds: | Totals | *CHE Operating and Programs* | *Flow Through - Other Agencies and Entities* | *State Supported Student Scholarship and Grant Programs* | | | |
| Is the source state, other or federal funding: | Totals | *State, Other and Federal* | *State and Other* | *State and Other* | | | |
| Is funding recurring or one-time? | Totals | *Both* | *Both* | *Both* | | | |
| **$ From Last Year Available to Spend this Year** | | | | | | | |
| Amount available at end of previous fiscal year | | $793,144 | $2,931,680 | $13,927,937 | | | |
| **Amount available at end of previous fiscal year that agency can actually use this fiscal year:** | | $793,144 | $2,931,680 | $13,927,937 | | | |
| If the amounts in the two rows above are not the same, explain why : | Enter explanation for each fund to the right | | | | | | |
| **$ Estimated to Receive this Year** | | | | | | | |
| Amount budgeted/estimated to receive in this fiscal year: | | $10,028,866 | $30,256,310 | $300,436,507 | | | |
| **Total Actually Available this Year** | | | | | | | |
| **Amount estimated to have available to spend this fiscal year** (i.e. Amount available at end of previous fiscal year that agency can actually use in this fiscal year PLUS Amount budgeted/estimated to receive this fiscal year): | | $10,822,010 | $33,187,990 | $314,364,444 | | | |

**Explanations from the Agency regarding Part B:** *Insert any additional explanations the agency would like to provide related to the information it provides below.*

## PART B
## How Agency Budgeted Funds this Fiscal Year (2015-16)

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Source of Funds: (the rows to the left should populate automatically from what the agency entered in Part A) | Totals | CHE Operating and Programs | Flow Through - Other Agencies and Entities | State Supported Student Scholarship and Grant Programs | 0 | 0 | 0 |
| Is source state, other or federal funding: (the rows to the left should populate automatically from what the agency entered in Part A) | Totals | State, Other and Federal | State and Other | State and Other | 0 | 0 | 0 |
| Restrictions on how agency is able to spend the funds from this source: | n/a | | | | | | |
| **Amount estimated to have available to spend this fiscal year:** (the rows to the left should populate automatically from what the agency entered in Part A) | $0 | $10,822,010 | $33,187,990 | $314,364,444 | $0 | $0 | $0 |
| Are expenditure of funds tracked through SCEIS? (if no, state the system through which they are recorded so the total amount of expenditures could be verified, if needed) | n/a | Yes | Yes | Yes | | | |
| Where Agency Budgeted to Spend Money this Year | | | | | | | |
| *Objective 1.1.1 - insert description of objective: **Remember to include a colon ( : ) at the end of each objective and unrelated purpose description*** | | | | | | | |
| *Objective 1.1.2 - insert description of objective:* | | | | | | | |
| *etc.* | | | | | | | |
| *Unrelated Purpose #1 - insert description:* | | | | | | | |
| *Unrelated Purpose #2 - insert description:* | | | | | | | |
| *etc.* | | | | | | | |
| **Total Budgeted to Spend on Objectives and Unrelated Purposes:** (this should be the same as Amount estimated to have available to spend this fiscal year) | | $10,822,010 | $33,187,990 | $314,364,444 | | | |

# Objective Details

**This is the next chart because once the agency determines the associated programs and amount of funds it is allocating to accomplish each objective, the agency needs to ensure it has proper performance measures established to track how effectively and efficiently it is utilizing the resources allocated. The agency also needs to consider potential negative impacts which may arise, and need to be addressed, if the objective is not accomplished; ensure the agency is addressing issues raised in previous audits or reviews; and continually consider which partners the agency could work with to more effectively and efficiently accomplish each objective.**

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*Instructions:* Below is a template to complete for each Objective listed in the Strategy, Objectives and Responsibility Chart. It is recommended that the agency copy and paste the data in this tab into multiple other tabs, while it is still blank. The agency will then have a blank version to complete for each separate Objective. The agency needs to provide information in all the cells that are highlighted. Please save the information related to each Objective as a separate tab in the excel document. Label each Tab, "O__" and insert the applicable numbers in the blanks (For example "O1.1.1"). NOTE: Call House Staff if the agency has any questions or needs any assistance in completing the information below.

| | | |
|---|---|---|
| **Strategic Plan Context** | | |
| # and description of Goal the Objective is helping accomplish: | | Copy and paste this from the second column of the Mission, Vision and Goals Chart |
| Legal responsibilities satisfied by Goal: | | Copy and paste this from the first column of the Mission, Vision and Goals Chart |
| # and description of Strategy the Objective is under: | | Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart |
| **Objective** | | |
| Objective # and Description: | | Copy and paste this from the second column of the Strategy, Objectives and Responsibility Chart |
| Legal responsibilities satisfied by Objective: | | Copy and paste this from the first column of the Strategy, Objectives and Responsibility Chart |
| Public Benefit/Intended Outcome: | | Copy and paste this from the fourth column of the Strategy, Objectives and Responsibility Chart |
| **Agency Programs Associated with Objective** | | |
| Program Names: | *CHE Operating and Programs, Flow Through - Other Agencies and Entities, and State Supported Student Scholarship and Grant Programs* | Enter all the agency programs which are helping accomplish this objective. The agency can determine this by sorting the Associated Programs Chart by the "Objective the Program Helps Accomplish" column |
| **Responsible Person** | | |
| Name: | | Copy and paste this information from the fifth column of the Strategy, Objectives and Responsibility Chart |
| Number of Months Responsible: | | |
| Position: | | |
| Office Address: | | |
| Department or Division: | | |
| Department or Division Summary: | | |
| **Amount Budgeted and Spent To Accomplish Objective** | | |
| Total Budgeted for this fiscal year: | $358,374,444 | Copy and paste this information from the Strategic Budgeting Chart |
| Total Actually Spent: | *Agency will provide next year* | |

PERFORMANCE MEASURES

*Instructions* : Please copy and paste the chart and questions below as many times as needed so the agency can provide this information for each Performance Measure that applies to this objective.

1) In the cell next to, "Performance Measure," enter the performance measure just like the agency did in the accountability report.

2) In the cell next to, "Type of Measure," pick the type of measure that best fits the performance measure from the drop down box (see Types of Performance Measures explained below).

3) In the next set of cells enter the actual and target results for each year. Next to "Actual Results," enter the actual value the agency had for that performance measure at the end of that year. Next to "Target Results," enter the target value the agency wanted to reach for the performance measure for that year. Next to "Minimum acceptable level," enter the minimum level for this performance measure that the agency would find acceptable. Including a minimum acceptable level and target level will hopefully encourage the agency to continually set challenging targets each year. If the agency did not utilize a particular performance measure during certain years, then enter the following next to the applicable "Actual Results" and "Target Results," - "Agency did not use PM during this year."

4) In the last set of cells, answer the questions to provide Details about each measure. In the cell next to, "Is agency required to keep track of this by the state or federal government," pick State from the drop down menu if an entity in state government requires the agency to track this information, Federal if an entity in the federal government requires the agency to track this information, or Only Agency Selected if there is no state or federal entity that requires the agency to track this information and the agency selected it.

# Objective Details

Types of Performance Measures:

***Outcome Measure*** - A quantifiable indicator of the public and customer benefits from an agency's actions. Outcome measures are used to assess an agency's effectiveness in serving its key customers and in achieving its mission, goals and objectives. They are also used to direct resources to strategies with the greatest effect on the most valued outcomes. Outcome measures should be the first priority. Example - % of licensees with no violations.

***Efficiency Measure*** - A quantifiable indicator of productivity expressed in unit costs, units of time, or other ratio-based units. Efficiency measures are used to assess the cost-efficiency, productivity, and timeliness of agency operations. Efficiency measures measure the efficient use of available resources and should be the second priority. Example - cost per inspection

***Output Measure*** - A quantifiable indicator of the number of goods or services an agency produces. Output measures are used to assess workload and the agency's efforts to address demands. Output measures measure workload and efforts and should be the third priority. Example - # of business license applications processed.

***Input/Explanatory/Activity Measure*** - Resources that contribute to the production and delivery of a service. Inputs are "what we use to do the work." They measure the factors or requests received that explain performance (i.e. explanatory). These measures should be the last priority. Example - # of license applications received

| How the Agency is Measuring its Performance | | |
|---|---|---|
| Objective Number and Description | 0 | |
| Performance Measure: | | |
| Type of Measure: | | |
| **Results** | | |
| 2013-14 Actual Results (as of 6/30/14): | | |
| 2014-15 Target Results: | | |
| 2014-15 Actual Results (as of 6/30/15): | | |
| 2015-16 Minimum Acceptable Results: | | |
| 2015-16 Target Results: | | |
| **Details** | | |
| Does the state or federal government require the agency to track this? (provide any additional explanation needed, two cells over) | | Insert any further explanation, if needed |
| What are the names and titles of the individuals who chose this as a performance measure? | | |
| Why was this performance measure chosen? | | |
| If the target value was not reached in 2014-15, what changes were made to try and ensure it was reached? | | |
| What are the names and titles of the individuals who chose the target value for 2015-16? | | |
| What was considered when determining the level to set the target value in 2015-16 and why was the decision finally made on setting it at the level at which it was set? | | |
| Based on the performance so far in 2015-16, does it appear the agency is going to reach the target for 2015-16? | | |
| If the answer to the question above is "questionable" or "no," what changes are being made to try and ensure it is reached or what resources are being diverted to ensure performance measures more likely to be reached, are reached? | | |

## POTENTIAL NEGATIVE IMPACT

*Instructions*: Please list what the agency considers the most potential negative impact to the public that may occur as a result of the agency not accomplishing this objective. Next to, "Most Potential Negative Impact," enter the most potential negative impact to the public that may occur as a result of the agency not accomplishing the objective. Next to, "Level Requires Outside Help," enter the level at which the agency believes it needs outside help. Next to, "Outside Help to Request," enter the entities to whom the agency would reach out if the potential negative impact rises to that level. Next to, "Level Requires Inform General Assembly," enter the level at which the agency thinks the General Assembly should be put on notice of the level at which the potential negative impact has risen. Next to, "3 General Assembly Options," enter three options for what the General Assembly could do to help resolve the issue before it became a crisis. The House Legislative Oversight Committee will provide this information to all other House standing committees, but will not address it itself until the agency is under study.

| | |
|---|---|
| Most Potential Negative Impact | |
| Level Requires Outside Help | |
| Outside Help to Request | |
| Level Requires Inform General Assembly | |
| 3 General Assembly Options | |

## REVIEWS/AUDITS

*Instructions*: Below please list all external or internal reviews, audits, investigations or studies ("Reviews") of the agency which occurred during the past fiscal year that relates/impacts this objective. Please remember to maintain an electronic copy of each Review and any other information generated by the entity performing the Review as copies may be requested when the agency is under study. NOTE: Responses are not limited to the number of rows below that have borders around them, please insert as many rows as needed.

| Matter(s) or Issue(s) Under Review | Reason Review was Initiated (outside request, internal policy, etc.) | Entity Performing the Review and Whether Reviewing Entity External or Internal | Date Review Began (MM/DD/YYYY) and Date Review Ended (MM/DD/YYYY) |
|---|---|---|---|
| | | | |
| | | | |

## PARTNERS

# Objective Details

*Instructions* : Under the column labeled, "Current Partner Entities" list all entities the agency is currently working with that help the agency accomplish this objective. Under the "Ways Agency works with Current Partners," enter the ways the agency works with the entity (names of projects, initiatives, etc.) which helps the agency accomplish this objective. List only one partner per row and insert as many rows as necessary to list all of the partners. Note, if there is a large list of partners that all fit within a certain group, the agency can list the group instead of each partner individually. For example, if the agency works with every middle school in the state, the agency can list SC Middle Schools, instead of listing each middle school separately. As another example, if the agency works with every high school in Lexington county, the agency can list Lexington County High Schools, instead of listing each high school in the county separately.

| Current Partner Entity | Ways Agency Works with Current Partner | Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual? |
|---|---|---|
| | | |
| | | |

# Reporting Requirements

| | |
|---|---|
| Agency Responding | SC Commission on Higher Education |
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| Fiscal Year for which information below pertains | 2015-16 |

*Instructions* :
List all reports, if any, the agency is required to submit to a state, federal or outside entity on a regular basis. Insert the name of each report in a separate column and answer the questions below it. Add as many columns as needed.
PLEASE NOTE: All information the agency provides in the rows below the row labeled, "Date the Report was last submitted," should apply to when the agency most recently submitted the report (i.e. date report was last submitted).

| | | | | | | |
|---|---|---|---|---|---|---|
| | Agency Responding | | | | | |
| | Report # | 1 | 2 | 3 | 4 | 5 |
| | Report Name: | Restructuring Report | Accountability Report | Maintenance Needs Report | GEARUP APR | SAA Contract Submission |
| | **Why Report is Required** | | | | | |
| | Legislative entity requesting the agency complete the report: | House Legislative Oversight Committee | Executive Budget Office | W&M and Senate Finance | US Dept of Education | US Dept of Veteran's |
| | Law which requires the report: | 1-30-10 (G) | 1-1-810 | Proviso 3.5 | | |
| | Agency's understanding of the intent of the report: | Identify Goals, strategies, and objectives | Provides single source | To monitor Institution | Report goals, objectives | Report goals, objectives |
| | Year agency was first required to complete the report: | 2015 | Unk | 2015 | Unk | Unk |
| | Reporting frequency (i.e. annually, quarterly, monthly): | Annually | Annually | Annually | Annually | Annually |
| | **Information on Most Recently Submitted Report** | | | | | |
| Information in all these rows should be for when the agency completed the report most recently | Date Report was last submitted: | 2/29/2016 | 9/15/2015 | 2/22/2016 | 4/10/2015 | Sep-15 |
| | **Timing of the Report** | | | | | |
| | Month Report Template is Received by Agency: | November | July | N/A | | |
| | Month Agency is Required to Submit the Report: | January | September | November | | |
| | **Where Report is Available & Positive Results** | | | | | |
| | To whom the agency provides the completed report: | House Legislative Oversight Committee | Executive Budget Office | W&M and Senate Finance | US Dept of Education | US Dept of Veteran's Affairs |
| | Website on which the report is available: | www.scstatehouse.gov | www.che.sc.gov, www.scstatehouse.gov, and http://admin.sc.gov/budget | Not posted | Not Posted | Not Posted |
| | If it is not online, how can someone obtain a copy of it: | | | Available on Request | Available on Request | Available on Request |
| | Positive results agency has seen from completing the report: | Improved Accountability | Improved Accountability | Improved Transparency | Continued Funding | Continued Funding |

# Restructuring Recommendations and Feedback

| | |
|---|---|
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RESTRUCTURING RECOMMENDATIONS

*Instructions:* Please answer the questions below and add as many rows as needed.

| | |
|---|---|
| Does the agency have any recommendations, minor or major, for restructuring? | Yes |

If the agency has recommendations for restructuring, list each one on a separate row in the chart below. Add as many rows as needed.

| Does the agency recommendation require legislative action? | Recommendation for restructuring |
|---|---|
| Yes | CHE has reviewed its statutes to gain clarity on prescribed authority and responsibilities. |
| | |
| | |

FEEDBACK (Optional)

*Instructions:* Please answer the questions below to provide feedback on this Annual Restructuring Report ("Report").

| Please list 1-3 benefits the agency sees in the public having access to the information requested in the Report, in the format it was requested. | Please list 1-3 benefits to agency management and employees in having all of this information available in one document. | Now that the agency has completed the Report, please list 1-3 things the agency could do differently next year (or it could advise other agencies to do) to complete the Report in less time and at a lower cost to the agency. |
|---|---|---|
| 1 | 1 | 1 |
| 2 | 2 | 2 |
| 3 | 3 | 3 |

| Does the agency believe this year's Restructuring Report was less burdensome than last year's? | Please list 1-3 changes to the Report questions, format, etc. the agency recommends to ensure the Report provides the best information to the public and General Assembly, in the least burdensome way to the agency. | Please add any other feedback the agency would like to provide (add as many additional rows as necessary) |
|---|---|---|
| No | 1 | |
| Why or why not? | 2 | |
| Format not aligned with budget processes or execution controls | 3 | |

Agencies are not required to do anything in this worksheet.  This worksheet is part of the document so the proper drop down menues can be available in the other tabs.

**Is Performance Measure Required?**
State
Federal
Only Agency Selected

**Type of Performance Measure**
Outcome
Efficiency
Output
Input/Explanatory/Activity

**Is the Partner a State/Local Government Entity; College, University; or Other Business, Association, or Individual?**

State/Local Government Entity
College/University
Business, Association or Individual

**Does the Agency have any restructuring recommendations**
Yes
No

Does the agency believe this year's Restructuring Report was less burdensome than last year's?
Yes
No