

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA  
COUNCIL MEETING  
SEPTEMBER 21, 2010  
MINUTES**

Ms. Magill called the meeting to order at 9:00 a.m. in the SCHEV main conference room, James Monroe building, 9<sup>th</sup> floor, Richmond, Virginia. Council members present: Gilbert Bland, Joann DiGennaro, Mimi Elrod, Mary Haddad, Jacob Lutz, Susan Magill, G. Gilmer Minor, and Katharine Webb.

Council members absent: Whittington Clement, James Dyke, Julious Smith

Staff members present: Lee Andes, Tom Daley, Alan Edwards, Joe DeFilippo, Dan Hix, Kirsten Nelson, Lee Ann Rung, and Diane Vermaaten. Jake Belue from the Office of the Attorney General (OAG) was also present.

**PUBLIC COMMENT**

No requests for public comment were received.

**APPROVAL OF MINUTES**

On motion by Ms. Haddad and seconded by Mr. Lutz the Council minutes for the July 19 Search Committee, the July 20, 2010 Executive Committee, and the July 20 Council meeting were unanimously approved as submitted.

**INTERIM DIRECTOR'S REPORT**

Ms. Magill thanked Dr. Fogarty for returning to serve the Commonwealth in his capacity as Interim Director at SCHEV. Dr. Fogarty provided a brief overview of recent and upcoming activities and meetings, including meetings he has had with presidents and legislators. He also provided an overview of the work of the Higher Education Commission, and reminded members of the October 19 meeting with the Council of Presidents as well as the October 20 Boards of Visitors (BOV) conference. Mr. Lutz was thanked for his work with staff in structuring the October 20 BOV conference.

**BRIEFINGS AND DISCUSSION**

**Discussion of 2010-12 Systemwide Operating Budget Amendment Items**

*Base Adequacy*

Ms. Magill reminded members that no actions were to be taken on the budget amendment items until the October meeting. Mr. Hix reviewed the charts that were distributed that calculated base adequacy funding needs by using 2008-09 actual enrollment, and compared this calculation to the 2010-12 biennium resources. He informed the Council that these numbers were being used as a proxy for this meeting only. Staff will rerun the guideline calculation next month when the 2009-10 actual enrollments are available.

### *Faculty Salaries*

Mr. Hix presented several options for Council's consideration and answered questions. The Council requested that staff solicit information from the institutions about how many faculty are lost to other states and for any data that the institutions could share. Members expressed their feelings that faculty salaries are critical to the success of the university and agreed that its importance should be stressed by SCHEV and the Commission.

### *Operation and Maintenance of New Facilities Coming On-Line*

Mr. Hix indicated that this item has not been funded and stated that if base adequacy was fully funded, it would not be necessary. There are 80-90 projects coming online that will have no funding for maintenance of the buildings. He distributed a copy of a presentation that was made to the Senate Finance Committee, Education Subcommittee in January 2008 discussing the funding of operation and maintenance of physical plant and its importance. He also reviewed the calculated funding needs for 2010-12 based on a SCHEV survey of the institutions.

### *Commonwealth Graduate Engineering Program (CGEP) Online Course Development Proposal*

Prior to the discussion of the Commonwealth Graduate Engineering program proposal, Mr. Hix distributed for members' information, a copy of the special addendum resolution that was passed last October with regard to priority budget recommendations. Ms. Vermaaten reminded members that at the May meeting, Dr. Sharon Caraballo shared the first two steps the CGEP program has taken to bring the program courses online. At that meeting, Council asked that CGEP move more quickly to offer courses online. Dr. Caraballo informed members of efforts that are underway and indicated that this is a one-time budget request. The goal would be to begin offering the courses in the 2012-13 academic year. Ms. Vermaaten pointed to ways in which the proposal aligns with the state priorities for higher education as indicated by Executive Order #9. Dr. Caraballo answered questions from members regarding online education and course design. Ms. Haddad suggested that Council might benefit from a demonstration of the ways students access the classes online. Staff agreed to look into the possibility of doing this at a later date.

### *Undergraduate and Graduate Student Financial Aid*

Mr. Andes discussed last year's recommendation to fund 70% of the partnership model phased-in over a four-year period. The program received no increase in the 2010 session. Mr. Andes indicated that the Free Application for Federal Student Aid (FAFSA) applications have increased by 22% and the numbers documented may be understated. Two options were provided for Council's consideration. In answer to a question raised by Ms. DiGennaro, Mr. Andes agreed to provide financial aid information by income groups in order to determine patterns during the current recession and pre-recession.

Mr. Andes also presented two options on graduate financial aid for the Council's consideration, but indicated that graduate aid does not lend itself to a model like undergraduate financial aid.

There was some discussion about how to sort and present all of the budget data for the October meeting and members requested that all recommendations be placed on one chart in order to view the overall budget before making recommendations. Ms. Webb also indicated the importance of stating the needs in such a way to make them easily understood by legislators.

#### Update on Full-Time/Part-Time Faculty Ratios in Base Adequacy With Regard to Virginia's Community Colleges

Dr. DeFilippo provided background of the issue. He indicated that there have been a wide range of discussions and staff would like the Council's input on how to proceed. Dr. DeFilippo indicated that while this is not a current emergency, a trend is emerging. Because Messrs. Dyke and Clement are most interested in this topic and neither was present, staff was asked to bring options to the October meeting. Staff was also asked to provide feedback from discussions with staff from the money committees to get their perspective on the issue.

The chair called for a brief break at 11:05 a.m. the meeting resumed at 11:20 a.m.

### **ACTION ITEMS**

#### Action on the 2010-12 Systemic Items in SCHEV's Budget

##### *Tuition Assistance Grant (TAG)*

Mr. Andes reviewed the history of the TAG award funding. On motion by Mr. Lutz and seconded by Ms. DiGennaro the following resolution was unanimously approved by the Council:

**BE IT RESOLVED that the State Council of Higher Education for Virginia affirms its commitment to increase the undergraduate and graduate maximum annual award for the Tuition Assistance Grant (TAG) program to \$3,500 and ultimately \$3,700 as originally recommended for the 2008-10 biennium, but**

also recognizes the Commonwealth's current financial constraints and therefore strongly recommends that funding be increased by \$5.8 million for FY12 in order to restore funding levels and attain an undergraduate and graduate maximum annual award of \$2,700.

#### Action on Programs at Public Institutions

Dr. DeFilippo provided information about the program at George Mason University (GMU) and indicated that it would be funded primarily through reallocations within the Department of Global and Community Health. GMU reps were asked to introduce themselves and they were thanked for attending. On motion by Mr. Minor and seconded by Mr. Bland the following resolution was unanimously approved by the Council:

**BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to George Mason University to initiate a Doctor of Philosophy (Ph.D.) degree in Rehabilitation Science (CIP: 26.0906), effective fall 2011.**

#### Action on Revised Military Reinstatement Guidelines

Ms. Nelson provided background about the guidelines and answered questions by members. Dr. DeFilippo said SCHEV's duty is to create guidelines that institutions follow to develop their own policies, which will be more detailed than what is presented. An additional clause was added to the Guidelines presented in the agenda book and a copy was distributed to members. The revised guidelines included adding the following:

***G. Textbooks. Institutions are encouraged to adopt generous return and refund policies for textbooks purchased by students who are forced to withdraw from a class due to service in the uniformed services.***

On motion by Ms. Webb and seconded by Mr. Minor the following resolution was unanimously approved by the Council:

**BE IT RESOLVED that the State Council of Higher Education for Virginia (SCHEV) approves the revised Virginia Tuition Relief, Refund and Reinstatement Guidelines. The revised Guidelines shall become effective immediately and the policies of public institutions of higher education shall reflect conformity with the Guidelines no later than the beginning of the 2011-12 academic year. Each institution shall submit a copy of its policy or policies to SCHEV upon approval by its Board of Visitors.**

#### Action on Council Meeting Schedule for Calendar Year 2011

Dr. Fogarty explained that this item was discussed at the July Executive Committee meeting and indicated that staff confirmed the March 2011 date with the University of Virginia as well as the May 2011 date with the Council of Independent Colleges in Virginia. Ms. Magill suggested that the Council consider a community college

location and perhaps involve all community college presidents in the September 2011 meeting. This will be decided at a later date. On motion by Mr. Lutz and seconded by Dr. Elrod the following resolution was unanimously approved by the Council:

**BE IT RESOLVED** that the State Council of Higher Education for Virginia approve the following meeting schedule for calendar year 2011 and distribute the information to all Council members:

**Briefings on Monday afternoon - meetings on Tuesday**

- **January 10-11 – SCHEV Offices (Richmond)**
- **March 21-22 – travel to public institution (University of Virginia)**
- **May 16-17 – travel to private institution (TBD)**
- **June 20 – joint meeting with college and university presidents – (TBD)**
- **July 18-19 – SCHEV Offices (Richmond)**
- **September 19-20 – travel to public institution (TBD)**
- **October 24-25 – SCHEV Offices (Richmond)**

**CONSENT AGENDA**

**Action on Private and Out-of-State Post-secondary Education (POPE) Institutions**

Dr. DeFilippo was asked to provide a brief background on the resolutions. The following items were unanimously approved by consent:

**BE IT RESOLVED** that the State Council of Higher Education for Virginia certifies Dental Discovery School to operate a postsecondary institution in the Commonwealth of Virginia, effective September 21, 2010.

**BE IT RESOLVED** that the State Council of Higher Education for Virginia certifies Standard Healthcare Services School of Nursing to operate a postsecondary institution in the Commonwealth of Virginia, effective September 21, 2010.

**Action on Programs at Public Institutions**

Dr. DeFilippo provided brief background information on the programs. The representatives from ODU and GMU were asked to introduce themselves. The following items were unanimously approved by consent:

**BE IT RESOLVED** that the State Council of Higher Education for Virginia grants approval to George Mason University to initiate a Master of Science (M.S.) degree program in Peace Operations (CIP: 30.2801), effective spring 2011.

**BE IT RESOLVED** that the State Council of Higher Education for Virginia grants approval to Old Dominion University to initiate a Master of Arts (M.A.)

**degree program in Lifespan and Digital Communication (CIP: 09.0199), effective fall 2011.**

### **ITEMS DELEGATED TO STAFF**

The following items were reviewed and/or approved by staff as delegated by the Council. Dr. DeFilippo reminded members that Council delegated to staff to approve Associate of Applied degrees. As required, this information is included as part of these minutes:

- Program Actions:
  - George Mason University
  - James Madison University
  - Norfolk State University
  - Central Virginia Community College
  - Germanna Community College
- Discontinuation of Program:
  - Radford University
- Organizational Changes / Off-campus Instructional Sites:
  - Longwood University

### **NEW BUSINESS**

Ms. Magill indicated that she would like to reinstitute a formal Academic Affairs Committee in place of having the Academic Affairs leads. The committee meetings would take place either prior to the briefing sessions or prior to the regular Council meetings. A brief tutorial on the process for approval of programs and how they are reviewed by the staff and committee members is planned for the first meeting. There will also be a review of the number of programs approved and denied in order to demonstrate an analysis of program viability. It is anticipated that the committee will begin meeting in October. Ms. Magill indicated that Dr. Elrod and Ms. Haddad would remain members and asked other members to inform her if interested in serving on the Academic Affairs Committee. Ms. Magill indicated that unless she receives requests for changes from any of the members, the remaining “leads” and committees would remain the same as listed on the sheet that was distributed.

### **OTHER BUSINESS**

Mr. Minor complimented staff for their support and commended Ms. Nelson for sending the weekly Higher Ed News articles to the members, which he finds most useful.

### **ADJOURNMENT**

The meeting was adjourned at 12:00 p.m.

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G. Gilmer Minor  
Secretary

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Lee Ann Rung  
Manager for Council and Executive Affairs

### Items Delegated to Director/Staff

Pursuant to the Code of Virginia, Section 23-9:6:1 and Council's "Policies and Procedures for Program Approval and Changes," the following items were approved as delegated to staff:

#### Program Actions

Institution	Degree/Program/CIP	Effective Date
George Mason University	Change the CIP Code of the Master of Science degree program in Geoinformatics and Geospatial Intelligence from 45.0799 to 45.0702.	Fall 2010
George Mason University	Change the CIP Code of the Master of Science degree program in Software Systems Engineering from 14.2799 to 14.0903.	Fall 2010
George Mason University	Change the CIP Code of the Doctor of Philosophy degree program in Statistical Science from 27.0599 to 27.0502.	Fall 2010
George Mason University	Change the CIP Code of the Master of Science degree program in Technology Management from 52.0299 to 52.0211.	Fall 2010
George Mason University	Change the CIP Code of the Doctor of Philosophy, Master of Science, and Bachelor of Science degree programs in Civil and Infrastructure Engineering from 14.0899 to 14.0801.	Fall 2010
George Mason University	Change the CIP Code of the Master of Science degree program in Bioinformatics Management from 26.1199 to 26.1103.	Fall 2010
James Madison University	Spin-off Program Approved: Doctor of Philosophy in Counseling and Supervision (42.2899) from the existing Doctor of Psychology in Combined-Integrated Psychology School and Counseling (13.9999/42.0101).	Fall 2010
Norfolk State University	Change the title of the Bachelor of Science in Exercise Science/Physical Education (31.0505) to Exercise Science/Health and Physical Education (31.0505).	Fall 2010

Norfolk State University	Change the title of the Master of Arts in Severe Disabilities (13.1007) to Special Education (13.1007).	Fall 2010
Central Virginia Community College	New Program Approved: Associate of Applied Science in Culinary Arts and Management (CIP Code: 12.0500).	Fall 2010
Germanna Community College	New Program Approved: Associate of Applied Science in Early Childhood Development (CIP Code: 19.0709).	Fall 2010

Pursuant to the Code of Virginia, Section 23-9:6:1 and Council's "Policies and Procedures for Program Approval and Changes," the following items were reported:

#### Program Actions

Institution	Degree/Program/CIP	Effective Date
Radford University	Discontinue the Bachelor of Science degree program in Medical Technology (51.1005). <u>[Program Approved: May 6, 1975]</u>	May 2012

Pursuant to the Code of Virginia, Section 23-9:6:1 and Council's "Policies and Procedures for Internal and Off-Campus Organizational Changes," the following items were approved as delegated to staff:

#### Organizational Changes / Off-campus Instructional Sites

Institution	Change / Site	Effective Date
Longwood University	The Office of Graduate and Extended Studies has been reorganized to create the College of Graduate and Professional Studies. The Center of Faculty Enhancement, the On-line Training Institute, and the Office of Research Initiative will be located in the College.	August 1, 2010