

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA
COUNCIL MEETING
JANUARY 20, 2004
MINUTES NO. 491**

Dr. Kelly called the Council meeting to order at 1:00 p.m. in the main conference room of the SCHEV offices, Richmond, Virginia. Council members present: Dan Balfour, Mimi Elrod, Harold Jordan, Carl Kelly, Karen Marcus, Delceno Miles, Christine Milliken, Bittle Porterfield, Cheri Yecke; staff present: Nancy Cooley, Dan Hix, Gary Krapf, Lee Ann Rung, Chuck Steenburgh

APPROVAL OF AGENDA

The agenda was approved as amended. There were no requests for public comment, therefore, this item was stricken from the agenda. Also, Dr. Steger's presentation was moved to later in the agenda.

Dr. Kelly also mentioned that the Council has a policy on conference attendance by members. He has instructed staff to add a copy of the policy to the next version of the Council resources manual.

APPROVAL OF MINUTES

The minutes of the Council meeting of October 15, 2003 meeting were unanimously approved as submitted.

ACTING DIRECTOR'S REPORT

Dr. Cooley reported on the following items:

Agency business remains on schedule for the fifth month. SCHEV's Human Resources Director has been hospitalized and will be out on extended leave. Michelle Dandridge and Linda Borland were recognized for taking on some HR functions in her absence. Ms. Miles suggested that flowers or a fruit basket be sent to the staff member from the Council. Ms. Rung will make arrangements.

Legislative breakfast – The Council will be hosting a legislative breakfast to include members of the legislature, agency staff, students, and college and university representatives on Wednesday, January 21 at 7:00 a.m. at Old City Hall located at 1001 East Broad Street.

OFA – The TIAA-CREF Virginia OFA awards presentations will be held at 11:00 a.m. on Wednesday, January 21 in the Old Senate Chamber. The award recipients will be introduced in the House and Senate Chambers at approximately 12:00 p.m., followed by a luncheon in the Executive Mansion hosted by the Governor.

SCHEV staff recently attended a reception at the Executive Mansion to thank agencies for their work in drafting the budget initiatives.

Each fall, the Council for the Advancement and Support of Education (CASE), in conjunction with the Carnegie Foundation for the Advancement of Teaching, names four national Professors of the Year from all public and private institutions of higher education, one in each of four institutional categories. Of the four professors named this past November, two were from Virginia institutions.

Council and staff briefed institution boards regarding budget initiatives and held a meeting to close the loop with the strategic plan advisory committee. The meeting also included representatives from several private institutions.

On behalf of SCHEV staff, Dr. Cooley thanked the Council for sponsoring the End of Year celebration.

Dr. Alan Edwards was promoted to the Senior Associate level and was named Assistant Director of the Academic Affairs section. Dr. Kimberly Waid (Ph.D. UVA) also recently joined the Academic Affairs staff.

Dr. Cooley gave a panel presentation on the role of SHEEO's in the redesign of educational leadership programs at the SAELP National Results Conference in Washington, D.C. in December.

The Statewide Conference on the Preparation of Middle School Mathematics and Science Teachers was held in October at James Madison University. SCHEV was invited to speak at the Statewide Conference on the Preparation of Middle School Mathematics and Science Teachers in October and Ms. Derricott shared information on the 2003-04 and 2004-05 No Child Left Behind, Improving Teacher Quality State Grant as well as SCHEV's upcoming participation with the Southeast Center for Teacher Quality.

Many SCHEV staffers attended the joint meeting of the Virginia Assessment Group (VAG) and the Virginia Association of Management Analysis and Planning (VAMAP) in Williamsburg in November and Dr. Alan Edwards was a presenter at this meeting. She noted that no state travel expenses were incurred with this meeting.

SCHEV partnered with The Educational Credit Management Corporation Foundation (ECMC) and the Virginia Association of Student Financial Aid Administrators (VASFAA) to host a statewide college access and awareness summit, which was held in November. Over 60 agencies were in attendance. The event was so productive that there are now plans to establish a statewide access initiative in conjunction with a national initiative.

Later this month, VCU will host the first lecture in a series featuring *New York Times* investigative reporters as one component in their new corporate partnership program. Nancy Cooley has been invited to attend and receive acknowledgement of SCHEV's role as a catalyst in this partnership.

At the request of the Department of Education (DOE), SCHEV took the lead in developing an on-line advising tool for secondary school students to determine if/how they can receive college course credit for AP, IB, dual enrollment, and other courses taken while they attended high school.

Tod Massa, Institutional Research Director, has been appointed to serve as a member of the Association for Institutional Research (AIR) Advisory Board for the Graduate Certificates in Institutional Research Program.

SCHEV staff Alan Edwards and Rick Patterson were admitted to the 2004 Management Development Program, one of the competitive Harvard Institutes for Higher Education.

DELEGATED ACTIONS BY THE DIRECTOR/STAFF

Dr. Cooley presented delegated items approved by the Executive Director and staff for the period October – December 2003. For reporting purposes, a copy of the reported delegated items is provided as a part of these minutes.

REMARKS FROM PRESIDENT

Dr. Steger was present and updated the Council about the budget priorities of the state institutions. He has drafted a letter on behalf of all state colleges and universities that will be sent to the Governor and chairmen of the money committees, as well as SCHEV. The objective is to get as many shared priorities documented that will hopefully alleviate a large number of amendments during the session. He indicated that it is a positive sign showing how institutions are working together.

The priorities mentioned in the letter include faculty salaries, professional faculty and classified salaries, base adequacy funding, equipment trust fund, VIVA, student financial aid, maintenance reserve, and the capital program. Dr. Steger felt the key point is tuition and fees. He said Virginia benefits from diversity in terms of scale, differences in admission, and longevity, but the financial equation for each institution is very different. It was his opinion that serious harm will be done without sufficient funding to the institutions.

The letter will request that the General Assembly allow the Boards of Visitors the flexibility to set tuition and fees. In return, the institutions must deal with this issue responsibly to make it effective. Dr. Steger has met with about 20 legislators recently and has heard no opposition. He felt the institutions are losing significant opportunities without this flexibility and that time has run out.

In answer to a question raised by one of the Council members, Dr. Steger indicated that the charter school proposal will be held until the next General Assembly session.

UPDATE ON 2004 LEGISLATION

Mr. Steenburgh presented information and distributed copies of the Hot List, which is a list of bills that have the most impact on higher education or SCHEV. This document is also available on SCHEV's website and updated daily. He highlighted a few that directly affect the agency and indicated that he will continue to update the Council with news of bills as they move forward. Ms. Milliken thanked Mr. Steenburgh for the clippings he sends to Council members.

GEAR UP VIDEO

Dr. Gary Krapf provided background information, distributed an information sheet, and showed the video, which included comments from students in the GEAR UP program. The video will also be shown at the legislative breakfast on January 21.

REPORT FROM RESOURCES COMMITTEE

Mr. Balfour reported on the Governor's introduced budget and he reviewed highlights of a few items.

Enrollment Data Reporting for Virginia Community College System (VCCS)

Mr. Balfour reported that the Resources Committee received a very good report from VCCS Vice Chancellor, Karen Petersen, who answered satisfactorily the questions raised by the committee at the last meeting. The VCCS analysis comes within 1% of actual enrollments. Dr. Kelly acknowledged Dr. Dubois and thanked him for providing the information. The following resolution was distributed to all Council members and on motion by Mr. Balfour, seconded by Ms. Miles, was unanimously approved by the Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia approves the appropriation of \$90,286,000 for general fund support and \$12,679,000 in non-general funds for a major capital outlay package for the Virginia Community College System (VCCS) in the 2004-06 biennium. In October, the Council forwarded the VCCS requests to the Governor without recommendation, due to the lack of information on enrollment projections. This new resolution is based on information subsequently provided by the VCCS, including the fact that the VCCS currently enrolls as many as 27,000 more students than can adequately be served by the existing space and future General Obligation Bond projects – according to the Council's space guidelines.

Enrollment Targets for Virginia Military Institute (VMI)

Mr. Balfour reported that a request from VMI Superintendent Peay was made to adjust their enrollment targets since they were misstated when first reported. As a

result, the following resolution was distributed to all Council members and unanimously approved by the Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia, on having received corrected institutional enrollment targets for Virginia Military Institute and an accompanying explanation of the error that occurred in VMI's targets submitted to the Council in May 2003, does hereby accept and approve the new targets.

REPORT FROM ACADEMIC AFFAIRS COMMITTEE

Action on Public Institutions

Ms. Milliken reported on two new programs at Virginia Commonwealth University and James Madison University. The following resolutions were unanimously approved by the Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to Virginia Commonwealth University to initiate the Doctor of Philosophy (Ph.D.) degree program in Medical Physics (CIP: 40.0899), effective fall 2004.

BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to James Madison University to initiate the Master of Occupational Therapy (MOT) degree program (CIP: 51.2306), effective summer 2005, conditional upon the discontinuance of its undergraduate concentration in occupational therapy in 2006.

Action on Nursing Study

Ms. Milliken reported that the Condition of Nursing and Nursing Education in the Commonwealth was reviewed by the Academic Affairs Committee. A question was raised as to whether or not the report should consider turnover and the post-graduation environment to find the reasons nurses leave the field. It was also mentioned that graduating more nurses might not adequately address the problem. Ms. Milliken informed the Council that this is the second part of a 3-part process and it was agreed that more information to address the Council's concerns would be provided at the March meeting.

Dr. Edwards clarified the role of SCHEV in fulfilling HB 2818, which is to address the educational component and indicated that the General Assembly will address nursing as a profession. Ms. Marcus indicated that whatever steps are taken should provide more than a Band-Aid solution since the problem was not adequately solved 20 years ago. Dr. Yecke suggested looking at attrition rates by region if not by facility. Staff will relate the Council's questions and concerns to Dr. Maddox in preparation for the next steps. The following resolution was unanimously approved by the Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia adopts the report “Condition of Nursing and Nursing Education in the Commonwealth.” This adoption is contingent upon staff making all revisions requested by Council in the course of its consideration of action on this report.

Ms. Milliken reported that Secretary Wheelan addressed the Academic Affairs Committee and distributed copies of the *Governor’s Education for a Lifetime*. Copies were distributed to the entire Council.

The Committee also developed a schedule of items that should be addressed this year.

REPORT FROM OUTREACH COMMITTEE

Ms. Miles provided information about the legislative breakfast and the OFA functions to be held on January 21.

The Committee discussed the proposed legislation of adding a four-year institution in Southside and decided to assess the situation by making calls to legislators to determine how serious the issue is and determine if further Council action would be required.

Ms. Miles indicated that since the educational outreach campaign was not funded and the Committee felt it is still an important initiative to encourage those who want to attend college, other ways to fund the initiative should be considered. The Committee is still considering development of a branding campaign and will be looking at other states to build on their successful strategies.

MISCELLANEOUS

Dr. Kelly informed the Council that Mr. Balfour is the only candidate to the fill a vacancy in the Henrico County Circuit Court. His judgeship appointment is scheduled for approval in this General Assembly session. Mr. Balfour was congratulated on this honor.

The meeting was adjourned at 2:10 p.m.

Carl N. Kelly
Chairman

Lee Ann Rung
Council Secretary

**Items Delegated to Director/Staff
Reported to Council
January 20, 2004**

Pursuant to the Council's action on March 20, 2002, the following items were approved as delegated to staff:

**Spin-off Programs
October – December 2003**

Institution	Degree/Program/ Program Action
Virginia Tech	Master of Natural Resources (CIP Code: 03.0201)
James Madison University	B.S. in Athletic Training (CIP Code: 51.0913) B.S. in Health Service Administration (CIP Code: 51.0701)

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA
ACADEMIC AFFAIRS COMMITTEE
JANUARY 20, 2004
MINUTES NO. 16**

Ms. Milliken called the Academic Affairs Committee meeting to order at 10:02 a.m. in SCHEV's Main Conference Room, 9th Floor, at the James Monroe Building, Richmond, Virginia. Council members present: Mimi Elrod, Harold Jordan, Carl Kelly, Delceno Miles, Christine Milliken (Chair), and Cheri Yecke. Staff present: Nancy Cooley, Darlene Derricott, Alan Edwards, and Kimberly Waid.

APPROVAL OF AGENDA

On a motion by Dr. Kelly and seconded by Dr. Elrod, the committee unanimously approved the agenda as submitted.

APPROVAL OF MINUTES

On a motion by Dr. Kelly and seconded by Mr. Jordan, the committee unanimously approved the minutes of October 15, 2003 as submitted.

LIAISON REPORT

Dr. Cooley informed the committee of the following Academic Affairs activities:

- In October, Dr. Alan Edwards was promoted to the Senior Associate level and was named Assistant Director of the Academic Affairs section.
- Dr. Kimberly Waid (Ph.D. UVA) joined the Academic Affairs staff and hit the ground running with productivity review and the Condition of Nursing Report.
- SCHEV recently joined the American Association of Colleges and Universities (AAC&U)—an organization focused on promoting liberal education. Chris Milliken and staff member Stephen Scott will attend the AAC&U spring conference in Washington, D.C., where key strands will include general education, assessment, and transfer.
- Virginia will host the annual PRO-ANDI (Persons Responsible for Oversight Activities of Nonpublic Degree-Granting Institutions) conference of state representatives during the first week of August 2004. Tentative dates are August 4-6 in Williamsburg. We expect approximately 30 attendees.

- The Institutional Approval (IA) regulations are now being reviewed by the Department of Planning and Budget (DPB). The Office of the Attorney General approved the regulations on December 19, 2003 and they were submitted to DPB on December 19, 2003. By law, DPB has 45 days to complete its review. As of this meeting, the regulations have not gone to the Registrar.
- As part of our new IA/institutional certification process, staff conducted audits at the University of Fairfax and University of Northern Virginia on December 11-12, 2003. The University of Fairfax was found to have grossly underestimated the surety requirement necessary to cover the unearned tuition of three (3) cohorts during the academic year. Staff has asked the University of Fairfax to execute a surety instrument that covers the cost of the three cohorts--not less than \$125,120.00, (an additional \$85,000)—by early February, 2004.

NOTE: The surety instrument included with the institution's certification application provided for \$40,000 of unearned tuition coverage.

- The University of Fairfax has developed a “3+1” agreement with Salem International University (SIU) of West Virginia. Because SIU is not currently certified in Virginia, this agreement violates Council's regulations. In order for this agreement to be valid and continue, SIU must be certified in Virginia.
- In October, when the Academic Affairs Committee and Council approved staff's proposed policies and procedures for internal and off-campus organizational changes, the resolution left open the opportunity for the director to amend the guidelines if institutions expressed concerns regarding the notification requirement for some off-campus instructional sites. When the new policies and procedures were shared with provosts and academic vice presidents at the November Instructional Programs Advisory Group (IPAC) meeting, no major concerns or objections were raised. Since November, staff has answered a few informational/clarification-type questions regarding these guidelines, but has still not received any major objections from public institutions.
- In November, Dr. Alan Edwards attended the meeting of the Online Learning Task Group, which is part of the Southern Regional Education Board's Educational Technology Cooperative. In February, he will attend the SREB's Instructional Technology Task Group meeting. His attendance at these events, which is paid by SREB, will facilitate his efforts to plan a distance/virtual learning panel presentation for the AA Committee/Council in March.

- In early December, Dr. Edwards attended the meetings of SCHEV's Library Advisory Committee (LAC) and of the steering committee of the Virtual Library of Virginia (VIVA). He reported on SCHEV's library-related initiatives and agreed to work with Gene Damon, the VCCS director of Library Automation and Learning Resources, on communicating to relevant constituents the negative impact of the requirement that VIVA participate in the state's new electronic procurement system (eVA). On January 21, 2004, Drs. Cooley and Edwards, and Mr. Patterson, will meet with librarians from the non-profit and for-profit sectors to discuss VIVA's membership/participation requirements and possibilities for non-profit/for-profit library partnerships and/or collaboration.

PRESENTATION BY SECRETARY WHEELAN

Ms. Milliken welcomed the Secretary of Education, Dr. Belle S. Wheelan. Secretary Wheelan provided the Governor's "*Education For A Lifetime*" booklet and a copy was distributed to each council member. Her presentation highlighted the higher education concepts, including the Senior Year Plus initiative and workforce development with special emphasis placed on the industrial certification program. Articulation, research, base adequacy and enrollment were also given recognition. Committee members asked several questions pertaining to the decrease in males attending college, problems that prevent students from graduating, cultural shifts, and K-12. Secretary Wheelan stated that the Secretary of Education and SCHEV will figure out the plans on how to deal with increased enrollment by 2010. The Secretary commended Dr. Cooley on her dual role as Acting Executive Director and Director of Academic Affairs and Planning. In addition, she also commended the Academic Affairs staff for their work.

ACTION ON PROGRAMS AT PUBLIC INSTITUTIONS

Virginia Commonwealth University

Ph.D. Medical Physics

Dr. Roderick J. McDavis, Provost and Vice President for Academic Affairs and Dr. Donna R. Brodd, Vice Provost for Academic Affairs, along with other colleagues, attended the meeting. On a motion by Mr. Jordan and seconded by Dr. Elrod, the committee unanimously approved the following resolution and forwarded to full Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to Virginia Commonwealth University to initiate the Doctor of Philosophy (Ph.D.) degree program in Medical Physics (CIP: 40.0899), effective fall 2004.

James Madison University

Master of Occupational Therapy

Dr. A. Jerry Benson, Dean, College of Integrated Science and Technology and Professor of Psychology attended the meeting. Motion made and seconded, the committee unanimously approved the following resolution and forwarded to full Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to James Madison University to initiate the Master of Occupational Therapy (MOT) degree program (CIP: 51.2306), effective summer 2005, conditional upon the discontinuance of its undergraduate concentration in occupational therapy in 2006.

ACTION ON NURSING STUDY

Ms. Milliken explained to the committee that this action item is a continuance of the Nursing study discussed at the September 17, 2003, meeting. She further informed the committee that this report would be used to set the stage for the creation of a statewide strategic plan as well as for recommendations for addressing the shortages in the nursing workforce. The strategies would be presented at the March, 2004, meeting. Dr. Cooley noted that there is one correction to the draft. Dr. Waid explained the concept related to HB2818, informed the committee the information has been presented to Instructional Programs Advisory Group (IPAC), private for-profit and not-for-profit institutions and community colleges, and advised that all feedback received has been positive. Dr. P.J. Maddox, Director of the Office of Research, Center for Health Policy, Research & Ethics at George Mason University, highlighted the findings of the study and stated the data is being rerun before the study is released. Dr. Maddox and other volunteers who assisted SCHEV in this concerted effort were commended for their work. On a motion made by Dr. Kelly and seconded, the committee voted unanimously to approve the following resolution and forward to the full Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia adopts the report "Condition of Nursing and Nursing Education in the Commonwealth." This adoption is contingent upon staff making all revisions requested by Council in the course of its consideration of action on this report.

DISCUSSION OF ACADEMIC AFFAIRS ISSUES/AGENDA FOR NEXT MEETING

Dr. Edward L. Ayers, Dean of the College of Arts and Sciences, University of Virginia, briefed the committee on undergraduate and general education requirements. He demonstrated the admissions and transfer credit equivalencies methods used by the University of Virginia (UVA) and explained the importance of a liberal arts education. Dr. Ayers also informed the committee of the distance learning initiatives UVA has taken and stated his article, "*Doing Scholarship on the Web: 10 Years of Triumph and a Disappointment,*" will appear in The Chronicle of Higher Education. Ms. Milliken thanked Dr. Ayers and extended the Council's assistance in exploring knowledge integration.

Ms. Milliken asked Dr. Cooley to explain the "SCHEV Academic Affairs Committee - 2004 Activities Schedule and Plan" distributed to the committee members. Dr. Cooley stated the layout of the plan is listed by code or mandate and provides planned or potential new initiatives, expected outcomes and notes. Ms. Miles arrived for the meeting. Dr. Kelly commended Dr. Cooley and Ms. Milliken for the plans. Dr. Kelly made a motion to accept the plan and it was seconded. The committee voted unanimously to accept the Academic Affairs committee work plan.

The committee discussed briefly that the March, 2004, agenda would include:

- Program approvals
- Productivity
- Strategic Plan on Nursing
- Institutional Approvals (IA) Regulations Revisions
- Distance Learning

The meeting adjourned at 11:35 a.m.

Christine Milliken
Chair

Lee Ann Rung
Council Secretary

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA
EXECUTIVE COMMITTEE
JANUARY 20, 2004
MINUTES NO. 57**

Dr. Carl Kelly called the meeting to order at 2:20 p.m. in the SCHEV offices, main conference room, 9th floor, Richmond, Virginia. Council members present: Carl Kelly, Karen Marcus, Bittle Porterfield. Other Council members present: Mimi Elrod, Harold Jordan, Christine Milliken

APPROVAL OF AGENDA

The agenda was unanimously approved as submitted.

APPROVAL OF MINUTES

The minutes of the October 14, 2003 meeting were unanimously approved as submitted.

LIAISON REPORT

Dr. Cooley informed the committee that an ad for the Executive Director position has been placed in The Chronicle of Higher Education. The position description has been shared with staff and Ms. Rung agreed to send a copy via email to the entire Council.

UPDATE ON GOVERNOR'S INTRODUCED BUDGET

Ms. Borland distributed a revised copy of Tab E2. She summarized the items that were requested by the Council and reviewed what has been submitted in the Governor's introduced budget. It was noted that all items are subject to change since this is only the first round of budget recommendations.

A question was raised about the fate of the GEAR UP program if the caboose bill is not passed and staff informed the committee that discussions are currently taking place with the money committee staffs about this issue.

Ms. Borland informed the committee that the House and Senate versions of the budget as well as a comparison of the three different budget scenarios will be made available at the next meeting.

Mr. Steenburgh mentioned that he believes SCHEV could be successful in requesting staffing for articulation and transfer if requested in this year's budget. Council members felt this was a good suggestion and mentioned that there might be an opportunity to discuss this item with legislators at the legislative breakfast on January 21. Mr. Steenburgh also informed the Council that a GEAR UP video will be shown at the legislative breakfast.

The agency expenditure report as of December 31, 2003 was reviewed and distributed. An update on the agency budget will be given at the next meeting.

APPROVAL OF MARCH 2004 AGENDA

It was decided that Old Dominion University will be contacted about the possibility of adding a presentation on the NASA/Langley connection to the March Council agenda.

The following agenda was approved for March 2004:

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA
Monday, March 15, 2004
Old Dominion University
Norfolk, Virginia
PROPOSED AGENDA**

**Executive Committee
(at hotel)**

4:00 p.m. – 5:00 p.m.

1. Approval of Agenda
2. Approval of Minutes (January 20, 2004) Tab E1
3. Liaison Report
4. Update on SCHEV Budget for the 2004-2006 Biennium Tab E2
5. Approval of May 18, 2004 Agenda

STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA
Tuesday, March 16, 2004
Old Dominion University
Norfolk, Virginia
PROPOSED AGENDA

Resources Committee

8:30 a.m. – 10:00 a.m.

1. Approval of Agenda
2. Approval of Minutes (January 20, 2004) Tab R1
3. Liaison Report
4. Update on General Assembly Budget Actions for
Colleges and Universities Tab R2
5. Discussion of Resources Agenda for Next Meeting

Academic Affairs Committee

8:30 a.m. – 10:00 a.m.

1. Approval of Agenda
2. Approval of Minutes (January 20, 2004) Tab A1
3. Liaison Report
4. Action on Programs at Public Institutions Tab A2
5. Action on Productivity Tab A3
6. Action on Strategic Plan for Nursing Tab A4
7. Action on Institutional Approvals (if available) Tab A5
8. Presentation on Distance Education
9. Discussion of Academic Affairs Issues/Agenda
for next meeting

Outreach Committee

10:00 a.m. – 11:00 a.m.

1. Approval of Agenda
2. Approval of Minutes (January 20, 2004) Tab O1
3. Liaison Report
4. Discussion of Session Recap
5. Discussion of Educational Outreach Proposal Tab O2
6. Discussion of Outreach Issues/Agenda for next meeting

Council Meeting

11:00 a.m. – 1:30 p.m.

1. Approval of Agenda
2. Approval of Minutes (January 20, 2004) Tab 1
3. Acting Director's Report
4. Update on 2004 General Assembly
5. Public Comment Period
6. Remarks from President Runte
7. Report from Executive Committee
8. Report from Resources Committee
9. Report from the Academic Affairs Committee
10. Report from Outreach Committee

* All meeting times are approximate and may vary slightly.

The meeting was adjourned at 2:50 p.m.

Carl N. Kelly
Chairman

Lee Ann Rung
Council Secretary

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA
OUTREACH COMMITTEE MEETING
JANUARY 20, 2004
MINUTES NO. 9**

Ms. Delceno Miles called the Outreach Committee Meeting to order at 11:45 a.m. in the 9th floor conference room at the James Monroe Building, Richmond, Virginia. Council members present: Delceno Miles, Bittle Porterfield, and Mimi Elrod, Christine Milliken, Cheri Yecke and Carl Kelly. Staff present: Kathy Robinson, Chuck Steenburgh

APPROVAL OF AGENDA

The agenda was approved as submitted.

APPROVAL OF MINUTES

The minutes of the October 15, 2003 meeting were approved as submitted.

LIAISON REPORT

Mr. Steenburgh reported that visits to some of the legislators were made prior to the session. A copy of the hot list and long list was distributed and is available on SCHEV's website. A list of the bills that will impact SCHEV was distributed and discussed. Ms. Miles asked about the four-year institution in Southside Virginia. Mr. Steenburgh stated that the study failed in 2000 but is up again for discussion during this session. Mr. Porterfield asked about the standards by which we would approve the new university. Carl Kelly suggested that no action be taken at this time.

DISCUSSION OF EDUCATION OUTREACH CAMPAIGN

Mr. Steenburgh attended the SREB Conference in Atlanta, GA on October 21-22, 2004. He stated it was an eye-opening experience in terms of outreach and education. Mr. Steenburgh stated that there is no action at this time on the SREB activities.

DISCUSSION OF OUTREACH ISSUES/AGENDA FOR NEXT MEETING

Mr. Steenburgh stated that the legislative breakfast and the TIAA-CREF faculty awards ceremony will be held on Wednesday, January 21, 2004. The legislative breakfast will be held in the lobby of the OLD City Hall. The Outstanding Faculty Awards ceremony will be held in the Old Senate Chamber of the Capitol followed by lunch at the Executive Mansion.

The meeting was adjourned at 12: 30 p.m.

Delceno Miles
Chair

Lee Ann Rung
Council Secretary

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA
RESOURCES COMMITTEE
JANUARY 20, 2004
MINUTES NO. 49**

Mr. Balfour called the Resources Committee to order at 10:05 a.m. in conference room D, first floor, James Monroe building in Richmond, Virginia. Council members present: Dan Balfour, Karen Marcus, Bittle Porterfield, staff present: Dan Hix, Tod Massa, Lee Ann Rung

APPROVAL OF AGENDA

The agenda was unanimously approved as distributed.

APPROVAL OF MINUTES

The minutes of the October 15, 2003 meeting were unanimously approved as submitted.

LIAISON REPORT

Mr. Hix distributed data that had been shared with the Finance Advisory Committee. The data included 2-year changes in higher education appropriations at other states and Virginia's reductions of 17.8%. Virginia's appropriations rank 40th nationally per \$1,000 income and 37th per capita. Faculty salaries percentile rankings based on the Governor's 2004-06 introduced budget were also discussed. Tuition and total mandatory fees for in-state undergraduate students rankings among all states were also reviewed.

UPDATE ON GOVERNOR'S INTRODUCED BUDGET

Mr. Hix reviewed the total budget recommendations of all funds and compared SCHEV's recommendations to the Governor's introduced budget. He reviewed each item in the chart and answered questions.

A question was raised as to whether or not the Council recommended no additional institutions in Southside. The report was never finalized but it was input into the master plan and it was felt the same results could be achieved through the higher education centers. Mr. Hix agreed to check into the item titled "create cancer research fund (one time)". Questions were raised about allocations for the Tuition Assistance Grant (TAG) and how the Governor's budget addresses TAG. The GEAR UP program was also discussed. Mr. Balfour asked a question about tuition waivers for military dependents and Mr. Hix explained that under the Code, military

dependents get a one-year waiver, even though language has suspended the provision due to lack of funding. The governor's recommended budget would provide \$2.0 million for the program.

DISCUSSION OF ENROLLMENT DATA REPORTING FOR VCCS

Mr. Hix indicated that in October, the Resources Committee expressed concern about VCCS not providing enrollment projections and the enrollment data was forwarded to the Governor without the VCCS recommendations. Staffs from SCHEV and VCCS felt it would be helpful to have representatives from VCCS discuss their practice of not providing enrollment projections. Ms. Karen Petersen and Mr. Tom Daley were present and distributed VCCS enrollment forecasting and capital outlay capacity analysis information to the committee. Ms. Petersen indicated that this was the same information that was provided to the VCCS board when they approved their capital recommendations.

Mr. Porterfield explained that when the Resources Committee discussed this at the last meeting, it was felt that it was a simple request to require a projection in order to plan for the future. Ms. Petersen explained that capacity analysis is done as a matter of due diligence by VCCS in deliberation of capital outlay space needs. She explained that due to open enrollments and other things out of their control, forecasting is difficult. It is also difficult due to the 40 VCCS campuses. However, the VCCS analysis is very conservative and has proven quite accurate. Articulation agreements were mentioned and VCCS is continuing their efforts to develop more of these agreements between institutions. Northern Virginia Community College and Tidewater Community College have run out of space, thereby showing no growth in their numbers. Mr. Porterfield questioned a 4.1% cap of annual growth systemwide for VCCS and why they would look for a common number for the system when each institution is serving a unique population. Ms. Petersen indicated that the cap keeps growth from going unchecked but serves only as a starting point.

Mr. Balfour suggested that a recommendation be sent to the full Council informing them that after hearing the report from VCCS, the committee felt a well thought-out projection has been developed, even if it is not considered an official enrollment projection.

Mr. Hix informed the committee that in the mid 1990's VCCS did enrollment projections but doing so takes much time and money and their current practice has worked very well. The VCCS analysis is routinely provided to SCHEV staff as well as to the VCCS board. Mr. Massa said enrollment targets at four-year institutions indicate the institution's intention to admit students and is different than the demand and capacity issues at VCCS. On motion by Mr. Porterfield, seconded by Ms. Marcus the following resolution as approved to be forwarded to the full Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia approves the appropriation of \$90,286,000 for general fund support and \$12,679,000 in non-general funds for a major capital outlay package for the

Virginia Community College System (VCCS) in the 2004-06 biennium. In October the Council forwarded the VCCS requests to the Governor without recommendation, due to the lack of information on enrollment projections. This new resolution is based on information subsequently provided by the VCCS, including the fact that the VCCS currently enrolls as many as 27,000 more students than can adequately be served by the existing space and future General Obligation Bond projects – according to the Council’s space guidelines.

DISCUSSION OF ENROLLMENT TARGETS FOR VIRGINIA MILITARY INSTITUTE (VMI)

Mr. Massa distributed a letter from VMI requesting a change in their enrollment numbers due to an error. On motion by Ms. Marcus and seconded by Mr. Porterfield, the following resolution was unanimously approved to be forwarded to the full Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia, on having received corrected institutional enrollment targets for Virginia Military Institute and an accompanying explanation of the error that occurred in VMI’s targets submitted to the Council in May 2003, does hereby accept and approve the new targets.

The meeting was adjourned at 11:30 a.m.

Dan Balfour
Chairman

Lee Ann Rung
Council Secretary