

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA  
EXECUTIVE COMMITTEE SPECIAL MEETING  
JULY 18, 2005  
MINUTES**

Council members present: Christine Milliken, Bittle Porterfield, Alan Wurtzel. Anthony Meredith from the Office of the Attorney General was also present.

In accordance with §2.2-3711 (A) (1) of the Code of Virginia, the Executive Committee of the State Council of Higher Education for Virginia convened in executive session at 3:15 p.m. to discuss the yearly performance of the Executive Director.

The Executive Committee reconvened from the executive session at 4:05 p.m. A roll call vote was taken on a resolution certifying that to the best of each member's knowledge that only public business matters lawfully exempted from open meeting requirements and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the executive session. The resolution passed by a vote of 3-0 and is attached.

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Alan Wurtzel  
Chairman

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Lee Ann Rung  
Council Secretary

**RESOLUTION NO. 34**  
**MEETING DATE: July 18, 2005**

**CERTIFICATION OF EXECUTIVE MEETING**

**WHEREAS**, the Executive Committee of the State Council of Higher Education for Virginia has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

**WHEREAS**, §2.2-3712 of the *Code of Virginia* requires a certification by the State Council of Higher Education for Virginia that such executive meeting was conducted in conformity with Virginia law;

**NOW, THEREFORE, BE IT RESOLVED** that the State Council of Higher Education for Virginia hereby certifies that, to the best of each members' knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the State Council of Higher Education for Virginia.

VOTE

AYES: 3 (Milliken, Porterfield, Wurtzel)

NAYS: 0

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA  
EXECUTIVE COMMITTEE MEETING  
JULY 19, 2005  
MINUTES NO. 65**

In accordance with §2.2-3711 (A) (1) of the Code of Virginia, the Executive Committee of the State Council of Higher Education for Virginia convened in executive session at 7:50 a.m. in the Student Center, Room 214, Christopher Newport University in Newport News, Virginia, to discuss the yearly performance of the Executive Director. The Executive Committee reconvened from the executive session at 8:35 a.m. A roll call vote was taken on a resolution certifying that to the best of each member's knowledge that only public business matters lawfully exempted from open meeting requirements and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the executive session. The resolution passed by a vote of 4-0 and is attached.

Mr. Wurtzel called the Executive Committee meeting to order at 8:50 a.m. in the Student Center, Alumni Room, Christopher Newport University in Newport News, Virginia. Council members present: Daniel Abramson, Jim Dyke, Christine Milliken, Bittle Porterfield, Alan Wurtzel. Staff present: Ellie Boyd, Tom Daley, Daniel LaVista, and Lee Ann Rung. Anthony Meredith from the Office of the Attorney General was also present.

**APPROVAL OF AGENDA**

The agenda was approved as submitted.

**APPROVAL OF MINUTES**

The minutes of the May 10, 2005 meeting were unanimously approved as submitted.

**LIAISON REPORT**

Dr. LaVista had nothing to report other than the agency budget that was listed on the agenda.

**UPDATE ON SCHEV BUDGET**

Ms. Boyd distributed the FY05 agency budget, which showed a zero balance as of June 30, 2005. She also distributed the agency appropriations for FY06 and

answered questions. Ms. Boyd was commended for her work with the agency budget over the last year.

### **ACTION ON COUNCIL MEETING SCHEDULE FOR 2006**

Dr. LaVista distributed the meeting locations for the Council since 1997, as requested at the last meeting. There was some discussion about holding a date in December for a special meeting, in the event an additional meeting is necessary and the Committee decided to ask members to hold Wednesday, December 14 at 11:00 a.m. in Richmond.

The Committee felt that the travel schedule to campuses should be determined by current issues in which the Council is involved. As a result, Northern Virginia Community College (NVCC) was suggested because of their role in dealing with the nursing shortage issue. Staff will contact NVCC about the possibility of hosting the March 14 meeting. There was some discussion about which public institution to visit in 2006 and Dr. LaVista asked if the Committee would like to consider holding a meeting at a Higher Education Center rather than an institution next year. He suggested South Boston due to the Council's involvement in the Southside issue. The Committee requested that Dr. LaVista bring a recommendation to the next meeting after discussing it with appropriate staff in Southside.

Dr. LaVista was also asked to follow up on a recommendation made at the Council retreat, i.e., putting together a schedule of how the Council could visit with individual boards of visitors during the next year. Dr. LaVista agreed to bring this information to the next meeting.

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 approves the following meeting schedule for calendar year 2006 and requests staff to distribute the information to all Council members:**

- **January 10, 2006 – SCHEV Offices (Richmond)**
- ***February 23, 2006 – Legislative Briefing and OFA event (Richmond)***
- **March 14, 2006 – travel to community college (NVCC)**
- **May 9, 2006 – travel to private institution (TBD)**
- **July 11, 2006 – travel to education center (TBD)**
- **September 12, 2006 – SCHEV Offices (Richmond)**
- **October 17, 2006 – SCHEV Offices (Richmond)**

## **APPROVAL OF SEPTEMBER 13, 2005 AGENDA**

After some discussion, the following agenda was unanimously approved:

Executive Committee – 8:00 a.m. – 9:00 a.m.

1. Approval of Agenda
2. Approval of Minutes (July 19, 2005)
3. Liaison Report
4. Action on SCHEV Agency Budget/Legislative Requests for 2006-08 Biennium
5. Approval of October 25, 2005 Agenda

Joint Academic Affairs/Resources Committee – 9:00 a.m. – 10:30 a.m.

1. Discussion of Performance Indicators
2. Discussion of Southside University

Academic Affairs Committee – 10:30 a.m. – 12:00 p.m.

1. Approval of Agenda
2. Approval of Minutes (May 10 and July 19, 2005)
3. Liaison report
4. Action on Programs at Public Institutions
5. Action on Preliminary Budget Recommendations for 2006-08 Biennium
6. Report on Factors Impacting Persistence and Graduation
7. Discussion of Academic Affairs Priorities

Resources Committee – 10:30 a.m. – 12:00 p.m.

1. Approval of Agenda
2. Approval of Minutes (July 19, 2005)
3. Liaison Report
4. Action on Systemic Programs in SCHEV's Budget for 2006-08 Biennium
5. Discussion of Systemwide budget/Legislative Initiatives for 2006-08 Biennium
6. Discussion of Resources Issues/Agenda for Next Meeting

Outreach Committee – 12:00 p.m. – 12:30 p.m.

1. Approval of Agenda
2. Approval of Minutes (May 10, 2005)
3. Discussion of Outstanding Faculty Awards
4. Discussion of Anniversary Events

Lunch Break – 12:30 p.m. – 1:00 p.m.

Council Meeting – 1:00 p.m. – 3:00 p.m.

1. Approval of Agenda
2. Approval of Minutes (July 19, 2005)
3. Remarks by President
4. Executive Director's Report
5. Delegated Items by Director/Staff
6. Public Comment Period
7. Report/Action on Performance Indicators for Restructuring
8. Report/Action on Southside University Initiative (tentative)
9. Report/Action on Budget Priorities
10. Report on the GEAR UP Grant
11. Report from Executive Committee
12. Report from Resources Committee
13. Report from Academic Affairs Committee
14. Report from Outreach Committee
15. New Business

The meeting was adjourned at 9:20 a.m.

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Alan Wurtzel  
Chairman

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Lee Ann Rung  
Council Secretary

**RESOLUTION NO. 35**  
**MEETING DATE: July 19, 2005**

**CERTIFICATION OF EXECUTIVE MEETING**

**WHEREAS**, the Executive Committee of the State Council of Higher Education for Virginia has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

**WHEREAS**, §2.2-3711 (A) (1) of the *Code of Virginia* requires a certification by the State Council of Higher Education for Virginia that such executive meeting was conducted in conformity with Virginia law;

**NOW, THEREFORE, BE IT RESOLVED** that the State Council of Higher Education for Virginia hereby certifies that, to the best of each members' knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the State Council of Higher Education for Virginia.

VOTE

AYES: 4 (Dyke, Milliken, Porterfield, Wurtzel)

NAYS: 0

Alan L. Wurtzel  
Chairman  
State Council of Higher Education for Virginia

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA  
JOINT ACADEMIC AFFAIRS / RESOURCES COMMITTEE  
JULY 19, 2005  
MINUTES NO. 2**

Mr. Wurtzel called the joint meeting to order at 9:35 a.m. in the Student Center, Alumni Room, Christopher Newport University in Newport News, Virginia. Council members present: Daniel Abramson, Whittington Clement, Jean Cunningham, James Dyke, Christine Milliken, Bittle Porterfield and Alan Wurtzel. Anthony Meredith from the Office of the Attorney General was also present. Staff present: Nancy Cooley, Dan Hix, Daniel LaVista, and Lee Ann Rung.

**INTRODUCTION OF NEW MEMBERS**

Mr. Wurtzel welcomed new Council members, Whittington Clement and Daniel Abramson.

**UPDATE ON RESTRUCTURING ACT**

Dr. LaVista distributed copies of restructuring activities that have taken place since the last meeting.

He reported that the June 8 meeting with Boards of Visitors included approximately 75 board members, representing about 14 colleges and universities. Staff will work with the Council to explore the possibility of scheduling additional meetings with Boards of Visitors on the campuses over the next year.

Dr. LaVista complimented Tod Massa, Nancy Cooley, Elizabeth Wallace, and Dan Hix for their contributions in developing the template for the six-year institutional plans. Meetings were held with a variety of audiences to obtain feedback and the final template was sent to the institutions.

Staff has begun work on the performance indicator process and Dr. LaVista provided the following summer timeline for the process:

July-early August: Review the process with Presidents, Chief Academic Officers, Chief Financial Officers and others

Mid-August: Provide Council with a draft of the performance indicators for review at the September 13 Council meeting

Dr. LaVista updated the Council on current staff recruitment efforts that are a direct result of the Restructuring Act. Kathleen Kincheloe was introduced as the new

Assistant Director of Communications. Melissa Wyatt has been hired into the position of Senior Associate for Financial Aid. James Alessio has been hired to fill the position of Senior Associate for Finance Policy and two offer letters have been sent to fill the positions in Policy Research and Data Warehousing. He also indicated that reference checks are currently being conducted for the Policy Studies position.

Mr. Wurtzel suggested that the Council members be briefed with more details on the templates and the corresponding policy implications at the dinner to be held on September 12.

The meeting was adjourned at 9:50 a.m.

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Alan Wurtzel  
Chairman

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Lee Ann Rung  
Council Secretary

**STATE COUNCIL OF HIGHER EDUCATION  
ACADEMIC AFFAIRS COMMITTEE  
JULY 19, 2005  
MINUTES NO. 26**

Ms. Milliken called the Academic Affairs Committee meeting to order at 09:56 a.m. at Christopher Newport University, Student Center, Alumni Room, 1st Floor, Newport News, Virginia.

Council members present: Daniel R. Abramson, Christine Milliken (Chair). Staff present: Nancy Cooley, Darlene Derricott, Alan Edwards, Craig Herndon, Frederick "Rick" Patterson, Linda Woodley.

**APPROVAL OF AGENDA**

Because the committee had no quorum, Ms. Milliken explained that agenda items #4 and #6 would be forwarded to full council for action.

**APPROVAL OF MINUTES**

Because the committee had no quorum, the approval of the May 10, 2005, minutes were delayed until the September 13, 2005, meeting.

**LIAISON REPORT**

Dr. Cooley reported the following Academic Affairs activities:

**Staffing announcements:**

- Effective August 1, Rick Patterson has accepted the position of Director of Quality Assurance at the Accrediting Council for Independent Colleges and Schools (ACICS)--a national accrediting body recognized by the U.S. Department of Education and the Council for Higher Education Accreditation (CHEA). Rick has served in the position of Assistant Director for Private and Out of State Postsecondary Education (POPE) at SCHEV for over 2 years and has done an outstanding job of leading the section. Linda Woodley will be serving as interim Coordinator of Pope until the vacancy is filled.
- Stephen Scott was recently promoted to Assistant Director of Academic Affairs and Planning. He will have primary responsibility for the academic components of the Higher Education Restructuring Act.

**VA-NC Systems Biology Initiative Update**

On June 30 Dr. Cooley and Dr. Cavanagh met with a Vice President for High Throughput Biology, Discovery Research of GlaxoSmithKline (GSK.) GSK is prepared to contribute intellectual property to the Systems Biology initiative, and he

will meet with Dan LaVista on August 26, along with Russ Lea and Gretchen Bataille from the UNC Office of the President.

On June 28 Dr. Cooley met on Capitol Hill with Rep. Virgil Goode and with Sen. Allen's aide to discuss the regional biology initiative. She and other SCHEV staff are working with a member of the Virginia General Assembly who is interested in promoting collaborative research efforts.

#### FIRST Robotics Education Partnership

Dr. Cooley accepted an invitation to join the FIRST Robotics Advisory Board, and she is providing leadership for the establishment of the FIRST Robotics Education Partnership. A formal announcement will be forthcoming regarding this partnership of education, business and industry, and government leaders. The partnership will be seeking funding in the next legislative session, and SCHEV staff included a request for funds to establish a robotics teacher training program in the recently funded NGA grant.

#### Grants

Dr. Cooley and Dr. Osei had a key role in preparing a \$2 million grant proposal to the National Governors Association Center for Best Practices. Virginia was one of 10 states funded to implement comprehensive state plans to raise high school graduation and college readiness rates. Virginia will use its two-year grant to establish a P-16 Council to streamline governance and improve alignment between high school requirements and postsecondary expectations.

SCHEV's GEAR-UP grant to continue its cohort for a sixth year has been funded for \$2.21 million. The next six-year grant proposal is pending, and if awarded, SCHEV will need to return the previously-awarded \$2.21 million.

#### Update on the Regional Nursing Replication Meetings

- Tidewater: A third meeting is planned for July 20th at the WHRO Center for Public Communications. The goal is to continue moving forward on developing a planning grant to submit to the two foundations who have participated in the effort. These two foundations have been invited to attend the July 20th meeting.  
A blank articulation matrix will be distributed at the meeting to begin work on developing a regional agreement.
- Roanoke: A second meeting is scheduled for July 21st at the Roanoke Higher Education Center. Sixteen participants from the initial meeting have replied that they will attend the second meeting. The goal is to identify funding priorities and potential sources of funding, and to explore strategies for developing and advancing a proposal to pursue funding sources. Belle Wheelan is scheduled to attend this meeting.
- Future planned meetings: Regional meetings are scheduled for Harrisonburg on September 15 at James Madison University, and October 7th at the Higher

Education Center in Abingdon. Mr. Jeff Cribbs, from the Richmond Memorial Health Foundation, has committed to attending both meetings.

- Other related efforts:
  - Glenn DuBois, Chancellor of the VCCS, has created a Task Force on Nursing Education to study increasing the numbers of nursing graduates from community colleges.
  - The Northern Virginia Workforce Shortage Alliance (NVHCWA), a coalition of business, academic and community leaders, has engaged PricewaterhouseCooper to conduct a study to analyze the scope and impact of the healthcare workforce shortage on the Northern Virginia area.

### Update on Persistence

The Impacting Persistence Committee met on June 20<sup>th</sup> to discuss prioritizing factors impacting students' persistence to graduation, an operational definition for 'poor institutional fit', and exemplary programs/practices. The factors impacting students were prioritized and the top three included:

lack of adequate financial support resulting in students working more than 20 hours week and most often, off campus;

lack of academic preparation resulting in difficulty with college coursework;  
and,

institutional structures (policies, operations, etc.) that tend to impede student persistence/success.

It was suggested that a comprehensive operational definition of 'poor institutional fit' include student perceptions; thus, SCHEV staff will work with the Student Advisory Committee in the fall to survey students and obtain student input.

For the September Council meeting, three members from the Impacting Persistence Committee would like to present information to Council about the exemplary practices/programs operating at his or her institution.

### Update on Education Programs on Economic Education and Financial Literacy

Via electronic messages and discussion at the June IPAC meeting, staff has informed public and private institutions of the requirements of § 23-9.2:3.5 (Education Programs on Economic Education and Financial Literacy). Most public institutions indicate that their compliance with this legislation pre-dates its passage; most also indicate that their compliance is achieved via student-affairs activities rather than academically.

### Update on Private and Out of State Postsecondary Education (POPE) Activities

Staff conducted audits at Kings Park University and Virginia College of Acupuncture, June 1 and 2nd.

The POPE staff conducted certification workshops at locations throughout the state, Manassas, Roanoke, Newport News, and Richmond, from June 6-9, to prepare institutions for the annual/initial certification.

Linda Woodley attended the Commonwealth College Access Network meeting in Fredericksburg.

#### Presentations, Meetings and Professional Development

Craig Herndon and Stephen Scott presented at the 3rd Biennial Conference on Transfer and Articulation held at IUPUI (Indianapolis). Their presentation entitled "A Case Study of Virginia's Multidirectional Statewide Approach to Transfer in its Coordinated System of Higher Education" outlined the lessons and best practices harvested over the past few years from SCHEV's involvement organizing, planning and implementing various statewide transfer initiatives.

Rick Patterson facilitated the first Advisory Council on Military Education meeting at J. Sargeant Reynolds Community College in Richmond. The meeting included approximately 50 attendees. Also from SCHEV were Lee Andes and Craig Herndon. Rick also attended a conference call for the Virginia Military Advisory Council at the request of the Deputy Secretary of Education, Sarah Finley to discuss policy issues related to in-state military tuition.

Gary Krapf and Darlene Derricott attended the two-week Management Development Program at Harvard's Institute for Higher Education.

On June 25-28, 2005, Nancy Cooley attended the Millennium Leadership Institute, a national program designed to identify and prepare presidents and chancellors for higher education institutions. The program, sponsored by the American Association of State Colleges and Universities, was held in Washington, D.C.

Ms. Milliken commended Rick Patterson for his service to SCHEV and thanked him for his many outstanding contributions.

#### **PROFILE OF PRIVATE INSTITUTIONS IN VIRGINIA INCLUDING A PRESENTATION ON ACCREDITATION BY DR. JUDITH WATKINS, VICE PRESIDENT FOR ACCREDITATION SERVICES, COUNCIL FOR HIGHER EDUCATION ACCREDITATION (CHEA)**

Due to a family medical emergency, Dr. Watkins was unable to present and staff was asked to reschedule her for the September 2005 meeting if possible. At council's request, Mr. Patterson explained the profile of the types of private and out-of-state institutions and vocational postsecondary schools operating in Virginia. Mr. Patterson informed the committee of the certification process, including the five-year recertification for religious programs.

## **ACTION ON PROGRAMS AT PUBLIC COLLEGES**

Since the committee had no quorum, this agenda item will be presented at full council. The committee discussed briefly the academic program approval process and welcomed any feedback on what value SCHEV can add. Institutional representatives suggested that the effective use of staff time should be focused more on big picture items such as duplication, graduation education and research and not the details associated with program approvals. It was also suggested that SCHEV consider piloting a broad approval.

## **ACTION ON ESTABLISHING THE CAREER COLLEGE ADVISORY BOARD (CCAB)**

Since the committee had no quorum, Ms. Milliken explained this item would be presented at full council.

## **DISCUSSION OF RESEARCH REPORT**

Mr. Herndon provided an overview of the draft report and explained the four recommendations proposed to reverse the declining rankings in Virginia's university research. In addition, Mr. Herndon emphasized that the report reinforces the research goal of the Systemwide Strategic Plan for Higher Education while providing recommendations that aim to achieve the goal.

In response to a committee member's request, Mr. Herndon advised also that there was no correlation to governance structure but that funding was more important. It was suggested that the committee continue its efforts to promote research and graduate education at the 2006 General Assembly.

## **PRESENTATION BY JOBS FOR THE FUTURE ON ACHIEVING THE DREAM GRANT**

Richard Kazis, Senior Vice President of Jobs for Future, distributed a packet of information on the Achieving the Dream initiative. He informed the committee that the program's focus is to look at college data to determine the success and persistence of underserved students at community colleges and to develop institutional wide strategies to improve student achievement. Virginia is one of five states participating. The program hopes to align each states K-12 standards and assessments and also look at various incentives and disincentives for persistence. SCHEV is currently looking at factors impacting persistence and Virginia was recently awarded \$15K for FIRST Robotics teacher training as part of the National Governors Association \$2M grant to create a P-16 council. Representatives from Old Dominion University also commented that several of its doctoral students' dissertations are focused in this area of research.

## **DISCUSSION OF ACADEMIC AFFAIRS PRIORITIES**

Ms. Milliken provided an overview of priorities as listed in the July 19, 2005 Progress Report on Committee Priorities, 2003-2005 as follow: 1) transfer and articulation 2) assessment of student competencies, 3) instructional technology. Graduate education and research will also be entertained. The report will be available via SCHEV's website.

The meeting adjourned at 11:40 a.m.

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Christine Milliken  
Chair

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Darlene Derricott  
Committee Secretary

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA  
RESOURCES COMMITTEE  
JULY 19, 2005  
MINUTES NO. 57**

Mr. Dyke called the Resources Committee to order at 10:00 a.m. in the Student Center, Room 214, Christopher Newport University in Newport News, Virginia. Council members present: Whittington Clement, Jean Cunningham, James Dyke, Bittle Porterfield, and Alan Wurtzel. Anthony Meredith from the Office of the Attorney General was also present. Staff present: Lee Andes, Dan Hix, Daniel LaVista, and Lee Ann Rung

**APPROVAL OF AGENDA**

The agenda was unanimously approved as submitted.

**APPROVAL OF MINUTES**

The minutes of the May 10, 2005 meeting were unanimously approved as submitted.

**LIAISON REPORT**

Mr. Hix introduced Mary Sandy from the Virginia Space Grant Consortium who was present to provide information about this item that is included as part of the budget recommendations being considered. After Mr. Hix provided background about the program, Ms. Sandy explained the justification for the request for additional funds and asked for SCHEV support of the budget increase.

**ACTION ON FULL COST REPORT**

Mr. Hix provided information on the report and Mr. Dyke asked for input from the institutional representatives who were present. After some discussion, the following resolution was unanimously approved to be forwarded to the Council:

**BE IT RESOLVED that the State Council of Higher Education approves the 2005-06 Full Cost Report.**

## **DISCUSSION OF BUDGET/LEGISLATIVE INITIATIVES FOR 2006-08 BIENNIUM**

Mr. Hix reported that as discussed at the last meeting, staff sent a letter to the Governor and legislators stating the Council's appreciation for what has been budgeted but noting the strong feelings of the Council about certain items that are still underfunded. A copy of this letter was provided in the agenda book.

Mr. Hix reviewed each item in Attachment 2 (Overview of Operating Budget Items) and received input from members on each item. Mr. Andes was asked to provide information about the SREB Doctoral Scholars program and Mr. Wurtzel requested that staff find a creative way to strategically group the requests dealing with sponsored research according to SCHEV's goals. Staff agreed to provide this at the next meeting.

Mr. Porterfield stressed the importance of funding base adequacy.

Staff was also asked to send Council members a copy of the report from the Northern Virginia Healthcare Workforce Alliance on the creative ways they are working with the healthcare industry to address the nursing shortage. It was suggested that Council member, Margaret Lewis, be asked for her input on this issue as well.

## **OTHER BUSINESS**

Dr. LaVista provided information on the discussions among public/private presidents about meeting projected enrollments. SCHEV requested a proposal from the private institutions to address the enrollment issues and Mr. Lambeth submitted a proposal, which Dr. LaVista distributed. Dr. LaVista asked that Mr. Lambeth be invited to the September meeting to discuss the matter further.

The meeting was adjourned at 11:25 a.m.

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James Dyke  
Chairman

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Lee Ann Rung  
Council Secretary

**STATE COUNCIL OF HIGHER EDUCATION  
COUNCIL MEETING  
JULY 19, 2005  
MINUTES NO. 500**

Mr. Wurtzel called the Council meeting to order at 12:20 p.m. in the Student Center, Alumni Room, Christopher Newport University, Newport News, Virginia. Council members present: Daniel Abramson, Whittington Clement, Jean Cunningham, James Dyke, Christine Milliken, Bittle Porterfield, and Alan Wurtzel. Staff present: Nancy Cooley, Tom Daley, Dan Hix, Daniel LaVista, Tod Massa, Lee Ann Rung and Elizabeth Wallace. Anthony Meredith from the Office of the Attorney General was also present.

It was noted that there were no requests for public comment at this meeting so this item was stricken from the agenda.

**APPROVAL OF MINUTES**

The minutes of the May 10, 2005, meeting were unanimously approved as submitted.

**EXECUTIVE DIRECTOR'S REPORT**

Dr. LaVista thanked President Tribble and his staff for the hospitality and generosity shown to the Council and staff on July 18 and 19. President Tribble was unable to attend the Council meeting but hosted a dinner for the Council on July 18.

Dr. LaVista provided information about activities and initiatives at institutions within the Commonwealth.

He informed the Council that as a result of a \$2 million proposal to the National Governor's Association, Virginia was one of ten states selected in the first phase of the "Honor States Program." The purpose of the program is to increase high school graduation rates and improve student readiness for college. Drs. Cooley and Osei were thanked for their work on the grant proposal.

Dr. LaVista extended congratulations to Rick Patterson, Assistant Director of Academic Affairs and Planning for Private and Out-of-State Postsecondary Education at SCHEV, for his recent appointment to the position of Director of Quality Assurance at the Accrediting Council for Independent Colleges and Schools (ACICS). Mr. Patterson will leave SCHEV at the end of July, and Ms. Linda Woodley will function as Acting Assistant Director while recruitment is underway to fill the position permanently.

Dr. LaVista introduced two new SCHEV staff members, Kathleen Kincheloe, Assistant Director of Communications, and Melissa Wyatt, Senior Associate for Financial Aid.

### **DELEGATED ITEMS BY DIRECTOR/STAFF**

Dr. LaVista reported on the following items that the Council has delegated to staff:

- Student Financial Aid Plans
- Spin-off programs:
  - Old Dominion University
  - Virginia Tech
- Organizational Changes/Off-campus Instructional Sites:
  - George Mason University

As required, the information regarding these items is included as part of the minutes.

### **COUNCIL ELECTIONS**

Mr. Wurtzel opened the floor for nominations for the position of Chairman and Ms. Milliken nominated Alan Wurtzel to continue to serve as the Council Chair for the next year. She indicated that Mr. Wurtzel has done an outstanding job over the last year. The positive feedback that SCHEV received from the legislature in receiving increased responsibilities and increased staff is leading to the development of a new persona for SCHEV. The nomination was seconded by Mr. Porterfield. No other nominations were brought forward and nominations were closed. **The motion was unanimously approved (7-0) to elect Mr. Wurtzel for a second term as Chairman.**

Mr. Wurtzel thanked the Council for their vote of confidence and indicated that he looks forward to an interesting and exciting year. He asked for the Council's support to continue to work together on the very ambitious agenda that it has been developed for the next year.

Mr. Wurtzel opened the floor for nominations for the position of Vice Chairman and Ms. Cunningham nominated Bittle Porterfield. She indicated that over the last year, the Council has relied on his leadership and wisdom in his role as Vice Chairman. Mr. Wurtzel seconded the nomination. No other nominations were brought forward and nominations were closed. **The motion was unanimously approved (7-0) to elect Mr. Porterfield for a second term as Vice Chairman.**

Mr. Porterfield thanked the Council and said he enjoys working with members and looks forward to the Council's continued growth in strength while working towards the further advancement of education in the Commonwealth.

## **UPDATE ON SOUTHSIDE UNIV. NEEDS ASSESSMENT AND NEW COLLEGE OF VIRGINIA PLANNING COMMISSION**

Dr. LaVista reminded the Council that SCHEV has contracted with Chmura and Associates for a needs assessment in the Southside area to look at various areas, including demographics, high school completion rates, and college-going rates.

Dr. LaVista reported that he and Mr. Massa recently visited Martinsville, Danville, and South Boston. Meetings were held with appropriate stakeholders, public and private institutional leaders, legislative leaders, business leaders, and proponents of the New College of Virginia, as well as leaders from the human services areas in an effort to complement the work of the consultant. In summarizing the results of these visits, he said there is sustained community support for higher education in the Southside region. Staff is awaiting a new version of the original business plan from the New College of Virginia that would address certain issues, including the costs associated with the proposal and its impact on the Commonwealth.

The report from Chmura and Associates is due in mid-August. Dr. LaVista felt the report will be completed on schedule.

## **REPORT AND ACTION ON ENROLLMENT TARGETS AND DEMAND PROJECTIONS**

Dr. LaVista introduced Mr. Massa and thanked him for his work on the enrollment targets. Mr. Massa presented the information that was submitted by the institutions. He also acknowledged the support of legislative staff (Amy Sebring and Tony Maggio) and the Administration (John Bennett, Peter Blake, and Michael Maul) in attending the enrollment meetings.

Dr. LaVista verified that the 2003 enrollment predictions were fairly accurate. He commended the institutions for their efforts to help meet enrollment demand. He also informed the Council that during the enrollment meetings, college leaders emphasized that in order to continue to meet increased enrollment and serve the expected influx of students, additional faculty is needed and space needs should be addressed. The college leaders also stressed the importance of base adequacy funding in order to meet these challenges.

Mr. Massa acknowledged Dr. Fletcher Mangum who was in attendance. Dr. Mangum was employed at SCHEV when the prior enrollment projections were developed.

Mr. Massa reported that an 11% increase in in-state demand at four-year publics is projected between 2004 and 2012, and a 27% increase at the Virginia Community College System (VCCS) is projected for the same time frame. He informed the Council that previously the projections were done through 2010. In response to the Restructuring Act, the projections have been extended through 2012. Mr. Wurtzel requested that staff provide the percentage of students who will graduate and the percentage of students who will likely transfer in order to see if the transfer capacity

will match the demand. Mr. Massa agreed to provide this information to the Council. Mr. Wurtzel also asked if staff could develop reasonable assumptions for nursing, education, and engineering in order to project any areas that may expect shortages.

In summary, Mr. Massa informed the Council that institutions are aware of the sensitivities of the projected demand and are doing their best to meet the demands.

On motion by Mr. Abramson and seconded by Mr. Porterfield, the following revised resolution was unanimously approved:

**BE IT RESOLVED that the State Council of Higher Education for Virginia approves the FY 2005-2012 institutional enrollment targets as provided in Tabs 1, 2, and 3 of Item 9 and authorizes staff to distribute the report “Revised Enrollment Demand and Service Projections through 2012” to the public.**

The Council expressed appreciation to Mr. Massa and the entire staff for their work on the enrollment report. The embargoed report will be released after the meeting.

### **PRESENTATION BY VIRGINIA CAREER COLLEGE ASSOCIATION**

Dr. LaVista introduced Mark Singer, Executive Director of the Virginia Career College Association. Mr. Singer said his organization is trying to build bridges between the public and private sector. He expressed his appreciation to Rick Patterson for his work with the private and out-of-state institutions and wished him well in his new position.

Mr. Singer provided background information on the Virginia Career College Association and the segment they serve. The Career College Association represents 24 institutions at 41 campuses that serve a total of 20,000 students. While they receive no state funding, he indicated that the Association would like to pursue need-based financial aid for their students. He extended an invitation to the Council to consider visiting any of the institutions in the Career College Association in the future.

Dr. Mangum was introduced and he presented and distributed highlights of the report entitled, “How Career Colleges Contribute to Virginia’s Economy.”

### **JOINT ACADEMIC AFFAIRS/RESOURCES COMMITTEE**

Mr. Wurtzel reported that the two committees received a report from the Executive Director about activities related to the Restructuring Act that occurred since the last meeting.

### **REPORT FROM EXECUTIVE COMMITTEE**

Mr. Wurtzel indicated that the committee reviewed the agency budget that showed a zero balance for 2005. The Committee also received a report on the 2006 proposed budget and expenditures.

*Action on Council Meeting Schedule for 2006*

The Executive Committee also reviewed the meeting schedule for 2006 and the following resolution was unanimously approved by the Council:

**BE IT RESOLVED that the State Council of Higher Education for Virginia approves the following meeting schedule for calendar year 2006 and requests staff to distribute the information to all Council members:**

**Meetings on second Tuesday (except in October)**

- **January 10, 2006 – SCHEV Offices (Richmond)**
- **February 23, 2006 – Legislative Briefing and OFA event (Richmond)**
- **March 14, 2006 – travel to Northern Virginia Community College**
- **May 9, 2006 – travel to private institution (TBD)**
- **July 11, 2006 – travel to Higher Education Center (TBD)**
- **September 12, 2006 – SCHEV Offices (Richmond)**
- **October 17, 2006 – SCHEV Offices (Richmond)**

Mr. Wurtzel informed the Council that the Executive Committee conducted a performance evaluation of the Executive Director and together set priorities for him for the next year. The Committee felt that Dr. LaVista's performance exceeded expectations and that he has been extremely successful in improving relations with institutions, presidents, legislators, and the Governor.

On motion by Mr. Wurtzel and seconded by Ms. Milliken, the following resolution was unanimously approved:

**BE IT RESOLVED that the State Council of Higher Education for Virginia, pursuant to the 2005 Virginia Acts of Assembly § 4-6.01, and Department of Human Resource Management (DHRM) Policy 3.05, grants SCHEV Executive Director Daniel LaVista a 5% bonus for the time period from August 15, 2004 to June 30, 2005.**

A roll call vote was taken after the Executive Committee met in executive session on a resolution certifying that to the best of each member's knowledge that only public business matters lawfully exempted from open meeting requirements and only such public business matters as were identified in the motion by which the closed meeting was convened, were heard, discussed, or considered in the executive session. The resolution passed by a vote of 4-0 and is attached.

Mr. Wurtzel also informed the Council that the Executive Committee reviewed and approved the September agenda.

## **REPORT FROM RESOURCES COMMITTEE**

### *Action on 2005-06 Full Cost Report*

Mr. Dyke reported that the committee discussed and approved the report and the following resolution was unanimously approved by the full Council:

**BE IT RESOLVED that the State Council of Higher Education for Virginia approves the 2005-06 Full Cost Report.**

Mr. Dyke also reported that the Committee provided guidance to staff on the budget initiatives that will be brought to the Committee for approval in September and October. The list of budget initiatives continues to reflect the items included in the letter to the Governor about those important areas that still lack funding. Staff was asked to group some of the proposals to be consistent with the Council's responsibilities and to look at creative ways to deal with financial aid. Mr. Dyke will meet with Dr. LaVista, Mr. Hix, and legislators to keep advocating for these issues.

The Committee also received a report about the Virginia Space Grant Consortium by its Director, Mary Sandy.

## **REPORT FROM ACADEMIC AFFAIRS COMMITTEE**

### *Action on Programs at Public Institutions*

Ms. Milliken indicated that the Academic Affairs Committee did not have a quorum and as a result, the action items from the Committee were forwarded for Council approval. On motion by Ms. Milliken and seconded by Mr. Abramson, the following resolutions were 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 Master of Science (M.S.) degree program in Epidemiology and Biostatistics (CIP: 26.1309), effective spring 2006.**

**BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to Old Dominion University to initiate a Doctor of Philosophy (Ph.D.) degree program in Education (CIP: 13.9999), effective fall 2005.**

**BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to Old Dominion University to initiate a Doctor of Philosophy (Ph.D.) degree program in English (CIP: 23.9999), effective fall 2006.**

**BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to the University of Virginia's College at Wise to initiate a Bachelor of Science (B.S.) degree program in Management Information Systems (CIP: 52.1201), effective fall 2005.**

**BE IT RESOLVED** that the State Council of Higher Education for Virginia grants approval to Virginia State University to initiate a Master of Science (M.S.) degree program in Sport Management (CIP: 31.0504), effective fall 2005.

**BE IT RESOLVED** that the State Council of Higher Education for Virginia grants approval to Northern Virginia Community College to initiate an Associate in Science (A.S.) degree program in Information Technology (CIP 110103), effective fall 2005.

*Action on Establishing the Career College Advisory Board (CCAB)*

On motion by Ms. Milliken and seconded by Ms. Cunningham, the following resolution was unanimously approved by the Council:

**BE IT RESOLVED** that the State Council of Higher Education for Virginia, pursuant to § 23-276.13 of the Code of Virginia, establishes the Career College Advisory Board (CCAB) and approves the CCAB by-laws dated June 28, 2005.

*Discussion of Academic Affairs Priorities*

Ms. Milliken briefly addressed the Committee's three priorities: competency assessment, transfer, and instructional technology. She also informed the members that changes will be brought to the Council before the next legislative session. Mr. Wurtzel noted that the Committee has formulated a challenging agenda for the coming year.

**INTRODUCTION OF NEW MEMBERS**

Mr. Wurtzel introduced and welcomed the new Council members. Daniel Abramson and Mr. Clement were present and were introduced to the members. Ms. Eva Hardy was not present but attended the briefing session on July 18 and met the Council members at that time.

The Council meeting was adjourned at 2:15 p.m.

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Alan Wurtzel  
Chairman

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Lee Ann Rung  
Council Secretary

**Items Delegated to Director/Staff  
Reported to Council  
July 19, 2005**

Pursuant to the Council's action in July 2002, the following item was approved as delegated to staff:

*Student Financial Aid Plans*

Review of the Institution's S5 Financial Aid Plans include each individual institution's plan for expenditure of its appropriation for undergraduate student financial assistance and assumptions and calculations for determining the cost of education and student financial need as required by the Appropriation Act. The institutions' reports have been found complete and in compliance with state law and regulations. Accordingly, staff has approved the plans.

Pursuant to the Council's action on March 20, 2002, regarding approval of academic degree programs, the following items were approved as delegated to staff:

**Spin-off Programs**

**April - June 2005**

<b>Institution</b>	<b>Degree/Program/CIP</b>
Old Dominion University	Ph.D. in Health Services Research (CIP: 51.9999)
<i>Virginia Polytechnic Institute and State University</i>	M.S. in Building / Construction Science and Management (CIP: 52.2001)

Pursuant to Council policy, effective December 1, 2003, regarding approval of organizational changes including new off-campus instructional sites, the following items were approved as delegated to staff:

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

**April – June 2005**

<b>Institution</b>	<b>Change/Site</b>
George Mason University	Change: Department of Applied Information Technology created within the School of Information Technology & Engineering, effective May 31, 2005
<i>George Mason University</i>	Site: Southern Maryland Higher Education Center (St. Mary's County, MD), effective fall 2005

**RESOLUTION NO. 35**  
**MEETING DATE: July 19, 2005**

**CERTIFICATION OF EXECUTIVE MEETING**

**WHEREAS**, the Executive Committee of the State Council of Higher Education for Virginia has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

**WHEREAS**, §2.2-3711 of the *Code of Virginia* requires a certification by the State Council of Higher Education for Virginia that such executive meeting was conducted in conformity with Virginia law;

**NOW, THEREFORE, BE IT RESOLVED** that the State Council of Higher Education for Virginia hereby certifies that, to the best of each members' knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the State Council of Higher Education for Virginia.

VOTE

AYES: 4 (Dyke, Milliken, Porterfield, Wurtzel)

NAYS: 0

Alan L. Wurtzel  
Chairman  
State Council of Higher Education for Virginia