

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA  
EXECUTIVE COMMITTEE  
JULY 10, 2007  
MINUTES NO. 77**

Mr. Wurtzel called the Executive Committee to order at 7:45 a.m. in the McDemmond Center, Norfolk State University, Norfolk, Virginia. Council members present: Whittington Clement, Jim Dyke, Christine Milliken, Alan Wurtzel. Staff members present: Tom Daley, Joe DeFilippo, Alan Edwards, Dan Hix, Daniel LaVista, Kirsten Nelson, 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 8, 2007 meeting were unanimously approved as amended. The date on the minutes included in the agenda book should be changed to May 8, 2007.

**LIAISON REPORT**

Dr. LaVista updated the Committee on staff work on two events – a Council retreat and the Board of Visitors (BOV) workshop. After some discussion, it was decided that staff will make arrangements for a Council retreat the afternoon of September 10. Dr. LaVista was asked to explore the possibility of holding the retreat at a community college in Richmond. After discussing possible dates for the BOV workshop it was decided that Ms. Rung would poll Mr. Clement and Ms. Hardy for a date in November. Once the date is finalized, the Council members will be informed.

Dr. LaVista informed the Committee that he is following up with the Secretary of Education about the possibility of inviting the Governor to attend one of the Council's upcoming meetings. He is hoping that the Governor's schedule will permit him to attend the September or October meeting in Richmond.

**UPDATE ON SCHEV BUDGET**

Ms. Boyd distributed the Preliminary Year End FY2007 Total Appropriation and Actual Expenditures and Total Appropriation for FY2008. Mr. Daley congratulated Ms. Boyd for closing out the operating budget with a zero balance for FY07.

**ACTION ON COUNCIL MEETING SCHEDULE FOR 2008**

The following resolution was unanimously approved to be forwarded to the Council:

**BE IT RESOLVED** that the State Council of Higher Education for Virginia approve the following meeting schedule for calendar year 2008 and distribute the information to all Council members:

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

- **January 8, 2008 – SCHEV Offices (Richmond)**
- **March 11, 2008 – travel to public institution (Longwood University)**
- **May 13, 2008 – travel to private institution (TBD)**
- **July 8, 2008 – travel to public institution (Virginia Military Institute)**
- **September 9, 2008 – SCHEV Offices (Richmond)**
- **October 21, 2008 – SCHEV Offices (Richmond)**

**APPROVAL OF SEPTEMBER 11, 2007 AGENDA**

The proposed agenda for the September meeting was discussed. Ms. Milliken asked about dealing with budget items for discussion in the Committee of the whole. The following agenda was approved with the understanding that changes could be made by the Executive Director and the Chairman:

**Executive Committee**

**8:00 a.m. – 9:00 a.m.**

**(Main Conference Room, 9<sup>th</sup> floor)**

1. Approval of Agenda
2. Approval of Minutes (July 10, 2007)
3. Liaison Report
4. Update on SCHEV Budget
5. Action on 2008-10 SCHEV Agency Budget Requests
6. Approval of October 16, 2007 Agenda

**Academic Affairs Committee**

**9:00 a.m. – 9:30 a.m.**

**(Main Conference Room, 9<sup>th</sup> floor)**

1. Approval of Agenda
2. Approval of Minutes (July 10, 2007)
3. Liaison Report
4. Discussion of Committee Priorities

**Resources Committee**

**9:00 a.m. – 9:30 a.m.**

**(Conference Room C, 1<sup>st</sup> floor)**

1. Approval of Agenda
2. Approval of Minutes (July 10, 2007)
3. Liaison Report
4. Discussion of Resources Committee Issues/  
Agenda for Next Meeting

**Outreach Committee**  
**(Main Conference Room, 9<sup>th</sup> floor)**

**9:30 a.m. – 10:00 a.m.**

1. Approval of Agenda
2. Approval of Minutes (October 2006)
3. Discussion of Outstanding Faculty Awards

**Committee of the Whole**

**10:30 a.m. – 12:00 p.m.**

1. Approval of Minutes (July 10, 2007)
2. Briefing on Teacher Education
3. Action on Programs at Public Institutions
4. Action on Academic Affairs Budget Recommendations for 2008-10
5. Update on Assessment Task Force
6. Action on 2008-10 Systemic Programs in SCHEV's Budget:
  - Tuition Assistance Grant
  - College Scholarship Assistance Program
  - Eminent Scholars
7. Discussion of 2008-10 Systemwide Operating Budget Items:
  - Base Adequacy
  - Faculty Salaries
  - Research
  - Higher Education Equipment Trust Fund (HEETF)
  - Operation and Maintenance of New Facilities Coming Online
  - Undergraduate and Graduate Student Financial Aid
8. Discussion of 2008-10 Systemwide Capital Outlay Budget Items:
  - Maintenance Reserve
  - New Capital Outlay

**LUNCH**  
**(Small Conference Room, 9<sup>th</sup> floor)**

**12:00 p.m. – 12:30 p.m.**

**Council Meeting**  
**(Main Conference Room, 9<sup>th</sup> floor)**

12:30 p.m. – 2:00 p.m.

1. Approval of Agenda
2. Approval of Minutes (July 10, 2007)
3. Remarks by President
4. Report from Nominating Committee/Council Elections
5. Executive Director's Report
6. Delegated Items by Director/Staff
7. Public Comment Period
8. Action on Virginia Community College System (VCCS)  
Peer Groups
9. Action on VCCS Enrollment Projections
10. Action on Base Adequacy Methodologies and  
Processes Report
11. Presentation on Enrollment Supply and Demand
12. Report from Executive Committee
13. Report from Resources Committee
14. Report from Academic Affairs Committee
15. Report from Outreach Committee
16. New Business

**EXECUTIVE SESSION**

Mr. Wurtzel announced that 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 would convene in executive session at 8:10 a.m. to discuss personnel and performance matters related to the Executive Director.

The Executive Committee reconvened from the executive session at 9:35 a.m. A roll call vote was taken on a resolution certifying that to the best of each member's knowledge 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 8-0 and is attached.

The Executive Committee meeting was adjourned at 9:35 a.m.

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Alan L. Wurtzel  
Chairman

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Lee Ann Rung  
Council Secretary

**RESOLUTION NO. 45**  
**MEETING DATE: July 10, 2007**

**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 (D) 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**

YES: 8 (Ashby, Clement, Dragas, Dyke, Hardy, Magill, Milliken, Wurtzel)

NAYS: 0

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

**STATE COUNCIL OF HIGHER EDUCATION  
ACADEMIC AFFAIRS COMMITTEE  
JULY 10, 2007  
MINUTES NO. 38**

Ms. Milliken called the Academic Affairs Committee meeting to order at 9:40 a.m. in the McDemmond Center, Norfolk State University, Norfolk, VA.

Council members present: B.R. (Bob) Ashby, Whittington Clement, Margaret Lewis, Susan Magill, Christine Milliken (Chair), and Alan Wurtzel. Staff present: Joseph DeFilippo, Darlene Derricott, Vernon Harper, Maricel Quintana-Baker, and Linda Woodley.

**APPROVAL OF AGENDA**

Motion made and seconded, the committee unanimously approved the agenda as submitted.

**APPROVAL OF MINUTES**

Motion made and seconded, the committee unanimously approved the minutes of May 8, 2007, as submitted.

**LIAISON REPORT**

Dr. DeFilippo reported the following Academic Affairs activities:

**Staffing:**

Dr. Stephen Scott has accepted an offer with his former employer, the Louisiana Board of Regents, to be Assistant Commissioner for Academic Affairs. Stephen will be leaving SCHEV on August 17 and the agency lauds his contributions to the Outstanding Faculty Awards, Strategic Planning, Transfer, Academic Common Market, six-year plans, and assessment.

Dr. Vernon Harper has joined SCHEV as an Associate for Academic Affairs. He will be working primarily on Assessment and Educational Technology issues, two areas in which he has faculty-related experience. As staff representative to the Learning Technology Advisory Committee, Dr. Harper is actively planning the NCAT Redesign Alliance Conference tentatively scheduled for mid-November. Vernon comes to us from Christopher Newport University where he was an Associate Professor of Communication; he had previously been on the faculty of Cal State San Bernardino.

### **Learning Technology Advisory Committee (LTAC)**

The idea of the November conference is to promote systemwide efforts in course redesign. The committee is considering alternatives for supporting projects coming out of the conference with planning grants. The conference is being planned for mid-November in Richmond, Virginia.

### **Private and Out-of-State Postsecondary Education (POPE)**

The Diploma Mill Task Force has met twice since May and is working on a series of recommendations, including a formal definition of diploma mills, preparation of legislative language, and providing resource information on SCHEV's website. The task force will present a report to the committee at the September 2007 meeting.

### **Academic Common Market (ACM)**

On June 19, Ms. Darlene Derricott, state coordinator, provided orientation and updates to institutional coordinators at four-year public colleges and universities participating in the Academic Common Market program. Virginia is one of 16 participating states in the Southern Regional Educational Board (SREB) program which provide programs of study to students that are not available in their home state. Students participating in eligible degree programs are granted a waiver of out-of-state tuition or an in-state status.

### **Improving Teacher Quality State Grants**

On June 29, SCHEV staff hosted in partnership with Radford University the 2007 No Child Left Behind dissemination meeting at the Selu Conservatory in Radford, Virginia. Program directors, teachers, and administrators from across the state shared the effectiveness of their programs. The participants were recipients of ten grant awards totaling over \$1.3 million for professional development programs at institutions of higher education. In addition, SCHEV has received its official notification of funding for the 2007-08 grant period. Recipients will be notified later this month.

### **Recognition of Dr. Stephen Scott**

The committee moved and seconded to acknowledge and convey their gratitude to Dr. Stephen Scott for his tenure at the State Council of Higher Education and for his many contributions made to the outstanding faculty awards program, transfer, assessment, and strategic planning.

## **ACTION ON PROGRAMS AT PUBLIC INSTITUTIONS**

### **Public Two-year Institution**

## Central Virginia Community College - Associate of Science in Engineering

Ms. Milliken presented the program. Staff from Central Virginia Community College explained the course curriculum and the program design which included consultation with the School of Engineering and Applied Science at the University of Virginia and local corporations. The committee commended Central Virginia Community College, the University of Virginia, and private business leaders for its collaboration and partnership efforts demonstrated through this model. Motion made and seconded, the committee unanimously approved the following resolution and forwarded it to the full Council:

**BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to Central Virginia Community College to initiate an Associate of Science (A.S.) degree program in Engineering (CIP: 14.0101), effective fall 2007.**

### **UPDATE ON ASSESSMENT TASK FORCE**

The committee thanked Dr. Deborah DiCroce, President of Tidewater Community College, for taking on the role of task force chair. Dr. DeFilippo provided a brief overview including council's approval in January 2007, the creation of the task force, and process of reviewing institutional plans for fall 2007.

Dr. Steve RiCharde of Florida Atlantic University reported on institutions' fall 2007 plans for doing value-added assessment. A committee member expressed concern over not being able to track the academic progress of students. Dr. RiCharde shared his overall perspective and informed members that Virginia and its institutions should be lauded for its progress on assessment.

Dr. DiCroce thanked Norfolk State University for hosting this meeting and graciously extended an invitation to Council to meet in the future at Tidewater Community College. The following task force members were recognized for their presence, Dr. Monty Sullivan of the Virginia Community College System, Dr. Elsie Barnes of Norfolk State University, and Dr. Dary Erwin of James Madison University. Dr. DiCroce reported that the committee is confident and on target with Council's charge to provide its report by September 28. She emphasized the task force's commitment to take the Commonwealth to the next level in assessment and ensure accountability. She commented that assessment is an evolving and complex process and cannot be approached simply and that the six competency areas are being affirmed. The committee requested a progress report at its September meeting and the final report in October. The committee thanked President DiCroce and other participants for their efforts and commitment and recognized its' an honor to have her serve in this capacity.

**DISCUSSION OF COMMITTEE PRIORITIES:**

Ms. Milliken reminded members that teacher education will be the topic at the September 2007 Committee of the Whole session.

The meeting adjourned at 10:38 a.m.

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Christine T. Milliken  
Chair

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Darlene Derricott  
Committee Secretary

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA  
RESOURCES COMMITTEE  
JULY 10, 2007  
MINUTES NO. 68**

Mr. Dyke called the Resources Committee to order at 9:40 a.m. in the McDemmond Center, Norfolk State University, Norfolk, Virginia. Council members present: Helen Dragas, Jim Dyke, and Eva Hardy. Staff present: Jim Alessio, Tom Daley, Dan Hix, Dan LaVista, Kirsten Nelson, Lee Ann Rung, and Yan Zheng.

**APPROVAL OF AGENDA**

The agenda was approved as distributed.

**APPROVAL OF MINUTES**

The minutes of the May 8, 2007 meeting were approved as submitted.

**LIAISON REPORT**

Mr. Hix reported that the Finance Advisory Committee met on June 27 to discuss topics such as the new six-year plan process, tuition and fees, the faculty salary peer group process (it was noted that Mr. Alessio would report at the Council meeting about the peer comparison group meetings), and the base adequacy funding guidelines.

He also reported that most institutions have held in-state undergraduate tuition increases to 6% or below for next year. And, those institutions that increased tuition beyond 6% have earmarked the additional revenue for in-state undergraduate student financial assistance and have thus complied with the provisions of the Higher Education Tuition Incentive Fund.

**ACTION ON FULL COST REPORT**

Mr. Hix reviewed the charts and explained that state policy requires institutions to charge out-of-state students at least 100% of their educational costs in tuition. This year, for the first time in many years, all institutions will meet this requirement. In fact, on average, institutions will be charging out-of-state students 134% of cost in tuition.

The following resolution was unanimously approved to be forwarded to the Council:

**BE IT RESOLVED that the State Council of Higher Education for Virginia approves the 2007-08 Full Cost Report.**

## **PRELIMINARY REVIEW OF BASE ADEQUACY FUNDING GUIDELINE METHODOLOGIES AND PROCESSES**

Mr. Hix informed the Committee that during the last General Assembly session there was some disagreement about how often the model should be run. He discussed the Council's charge per the 2007 Virginia Acts of Assembly, Chapter 847, Item 145.O and reviewed what is and is not included in the process. SCHEV staff met with staff at the Department of Planning and Budget (DPB) and others to agree to the timing. Data should be collected by July 9<sup>th</sup> in order to feed into the process for the institutions' 6-year plans, and staff is operating on that schedule.

There was some discussion about the use of enrollment projections rather than actual enrollment numbers in calculating enrollment growth. Mr. Hix distributed a letter from Mr. John Bennett on behalf of Dr. Trani with comments on the draft report on base adequacy guideline methodologies and processes. The Committee stressed the importance of SCHEV acting as an advocate for higher education and the importance of considering the use of projected enrollments. Currently, the Governor and General Assembly budget for higher education based on actual enrollment in the first year of the biennium, using projections for the second year. However, the short session budget amendments are typically based on updated actual enrollments. Ms. Hardy asked if there would be some compromise on how to deal with growth now to avoid a larger problem in years to come. The Committee requested that staff provide funding scenarios based on both projected and actual enrollment numbers to the Council in September.

Mr. Hix explained the issue raised by some institutions regarding the realignment of current funding levels or "fixing the base." This involves the fund split of general fund (GF) and tuition dollars (NGF) from the 2002-04 biennium when general fund budget cuts were made. Since 2004, the state's goal of a 67 (GF)/33 (NGF) percent fund split has been applied to additional funds that have gone into higher education but nothing has been done to address the imbalance created by the budget cuts in 2002-04. The Council of Presidents and SCHEV have agreed on the need to address this imbalance over time, but if the goal is to be reached by 2012, phasing-in must begin now.

At last calculation, it was determined that an estimated range of \$250-300M will be needed from the GF. Ms. Hardy expressed her concerns that the Council has a responsibility to inform the General Assembly of what is needed for higher education, even if the Council realizes that there is a shortage of funds and that the issue may not receive a favorable reception. Mr. Dyke stressed the importance of having solidarity from the institutions before approaching the General Assembly and indicated that the Council needs to look at the whole picture. He indicated that this may require some give and take between the Council and the institutions - particularly with respect to the need to hold down tuition increases if additional general fund support is provided for this purpose. Staff was requested to schedule a

meeting with Drs. Trani and DiCroce and provide the Council with a report at the September meeting.

**DISCUSSION OF BUDGET/LEGISLATIVE INITIATIVES FOR 2008-10**

Mr. Hix reviewed the overview of budget items and Ms. Nelson reviewed the legislative initiatives. Dr. LaVista said SCHEV staff has offered its services to work with the presidents about Level II Restructuring.

The meeting was adjourned at 10:30 a.m.

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Jim Dyke  
Chairman

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Lee Ann Rung  
Council Secretary

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA  
COMMITTEE OF THE WHOLE MEETING  
JULY 10, 2007  
MINUTES NO. 3**

Mr. Wurtzel called the Council meeting to order at 10:50 a.m. in the McDemmond Center, Norfolk State University, Norfolk, Virginia. Council members present: Bob Ashby, Whittington Clement, Helen Dragas, Jim Dyke, Eva Hardy, Margaret Lewis, Susan Magill, Christine Milliken, and Alan Wurtzel. Staff members present: Jim Alessio, Tom Daley, Joe DeFilippo, Alan Edwards, Dan Hix, Daniel LaVista, Tod Massa, Kirsten Nelson, and Lee Ann Rung. Anthony Meredith from the Office of the Attorney General was also present.

**APPROVAL OF MINUTES**

The minutes of the May 8, 2007 meeting were unanimously approved as submitted.

**BRIEFING ON NURSING/ALLIED HEALTH**

Ms. Lewis introduced Marilyn Tavenner, Secretary of Health & Human Resources who spoke about the Healthcare Workforce Task Force Report. Secretary Tavenner reported that the Department of Health and Human Resources (DHHR) and SCHEV worked well together on this report and other health issues. Secretary Tavenner reported on the Health Reform Commission that was created by the Governor last October. The Commission, which is in its final stages, has narrowed its focus to the following categories: workforce; long term care; access; quality and transparency. The final report is due to the Governor October 1. Six public hearings have been held around the state to gather input. The projected need is for 2,000 new nurse graduates each year. Currently, the graduation rate is 1,100. Secretary Tavenner answered questions from the members and thanked SCHEV and the Deans of Education for assisting in the work of the Commission.

Dr. Quintana Baker discussed SCHEV's efforts to address the nursing shortage in Virginia.

Dr. Sandra DeLoatch from Norfolk State University (NSU) spoke about the Allied Health and Nursing programs at NSU. She introduced two of her colleagues and spoke about the collaborative programs and externships at NSU as well as the community outreach and recruitment initiatives. Dr. DeLoatch discussed the critical needs: competitive salaries for faculty; additional lab facilities; equipment compatible with that in clinical agencies; interactive software; and scholarship funding.

Dr. Monty Sullivan and Brian Foley spoke about allied health programs at Virginia's community colleges. Dr. Brian Foley addressed the NoVAHealthFORCE and

answered questions from the members. He stressed the importance of matching needs across the state.

Ms. Milliken reminded the Council that the next scheduled presentation to the Committee of the Whole will be teacher education. She requested that staff compile information from all three recent presentations (engineering, allied health, and teacher education) and provide the Council with a briefing memo and perhaps a list of recommendations based on the presentations that were heard.

Ms. Lewis and the presenters were thanked for providing an informative overview of the issues.

The Committee of the Whole was adjourned at 12:05 p.m.

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Alan Wurtzel  
Chairman

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Lee Ann Rung  
Council Secretary

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA  
COUNCIL MEETING  
JULY 10, 2007  
MINUTES NO. 512**

Mr. Wurtzel called the Council meeting to order at 12:40 p.m. in the McDemmond Center, Norfolk State University, Norfolk, Virginia. Council members present: Bob Ashby, Whittington Clement, Helen Dragas, Jim Dyke, Eva Hardy, Margaret Lewis, Susan Magill, Christine Milliken, and Alan Wurtzel. Staff members present: Tom Daley, Joe DeFilippo, Alan Edwards, Dan Hix, Daniel LaVista, Tod Massa, Kirsten Nelson, and Lee Ann Rung. Anthony Meredith from the Office of the Attorney General was also present.

**APPROVAL OF AGENDA**

The agenda was unanimously approved as amended.

**APPROVAL OF MINUTES**

The minutes of May 8, 2007 meeting were unanimously approved as distributed. The minutes of the Strategic Planning Minutes from May 7, 2007 were unanimously approved as distributed.

**REMARKS BY PRESIDENT MEYERS**

Dr. Meyers expressed her appreciation to Dr. LaVista and staff for their efforts in introducing her to the higher education system in Virginia. Dr. Meyers reported that the McDemmond Center, named for her predecessor, Marie McDemmond, opened in April 2007 and represents the future of NSU. Dr. Meyers reviewed the past year's highlights at Norfolk State University (NSU) and spoke about the need to engage students in other non-traditional ways. She showed a video that emphasized the importance of keeping pace with rapid changes and the information explosion that is ongoing with a changing economy.

Mr. Wurtzel mentioned that Eva Hardy had been awarded an honorary degree from NSU and he thanked Dr. Meyers again for the generous hospitality shown to the Council.

**EXECUTIVE DIRECTOR'S REPORT**

Dr. LaVista gave a brief report and provided a snapshot on Virginia's commencement speakers for this year and provided agency highlights. He thanked the institutions for their work with SCHEV in working through the enrollment target meetings and the institutional peer benchmark meetings. He also acknowledged the support of House Appropriations and Senate staff, Department of Planning and Budget, and the Governor's office.

Copies of the updated strategic plan were distributed. Dr. LaVista thanked Dr. Defilippo and Mr. Clement for leading this effort. He informed the Council that copies will be sent to leaders in higher education, business, and government. A copy of SCHEV's quarterly newsletter was also distributed.

Dr. LaVista also informed the Council that staff will work on scheduling a Council retreat in September and finalizing a date for the Boards of Visitors meeting in November.

### **REPORT FROM NOMINATING COMMITTEE**

Mr. Wurtzel informed the Council that the Governor has reappointed Dr. Elrod and himself but that Jean Cunningham's replacement has not yet been appointed. He requested that the Nominating Committee make its report at this meeting but indicated that in keeping with the Council's bylaws, elections would be held in September, once the new member is appointed.

Ms. Lewis thanked Ms. Dragas and Dr. Ashby for serving on the Committee. She reported that the committee is prepared to present for nominations in September Whitt Clement for Chair and Eva Hardy for Vice Chair. She also indicated that in discussions with Council members, the Committee found a concern from the majority of members about the efficiency of continuing the use of a committee structure. Many felt that the current structure does not recognize the diverse expertise of the members. As a result, the Nominating Committee would like to make a recommendation to change the bylaws so that the chair has flexibility to reorganize the Council's meeting structure. Staff was asked to prepare needed language to change the bylaws for discussion at the September meeting. Mr. Meredith reminded the Council that any vote to change the bylaws could not be made until October if the change is discussed in September.

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

Dr. LaVista informed the Council of the following items that were acted on by staff, as delegated by the Council. As required, this information is included as part of these minutes:

Program Title and Degree Changes (May-June 2007)  
Applied Science (A.A.S.) Degree programs (March-July 2007)  
Organizational Changes / Off-campus Instructional Sites (May-June 2007)  
Student Financial Aid Plans

### **PUBLIC COMMENT PERIOD**

No requests for public comment were received.

## **ACTION ON ENROLLMENT PROJECTIONS**

Mr. Massa indicated that Virginia Community College System (VCCS) targets would be brought to the Council for approval in September. The demand study will also be brought forward at the September meeting. He provided background information about growth and demand over the last six years. Currently, projection for demand is in line with the institutions' plans. Mr. Massa requested a slight change to the resolution that appeared in the agenda book and the following resolution was unanimously approved:

**BE IT RESOLVED that the State Council of Higher Education for Virginia approves the FY2007-2013 institutional enrollment targets as provided in Tables 1-5 of Item 9.**

**BE IT FURTHER RESOLVED that approval of these institutional enrollment targets does not constitute either implicit or explicit approval of any new program, site, higher education center, or campus determined by an institution as necessary to achieve these targets. Further, as a condition of certification under the Restructuring Act, institutions are expected to achieve 95% of the in-state enrollments expressed herein, without regard for new facilities or programs not already approved by the Council, for the period 2007-08 through 2008-09.**

## **ACTION ON FACULTY SALARY PEER GROUPS**

Mr. Alessio provided background information about previous benchmark studies that looked at national salaries of faculty. In 1987, the process was revised to what is still used today. This is a multi-phased process – national data were collected and an analytical model, cluster analysis, was prepared on a set of quantitative variables. The 2006 Appropriation Act called for SCHEV to review and update peer groups. SCHEV staff reviewed the process last fall and began meetings with institutions. Meetings were held on campuses to solicit input from institutional staff. These meetings were concluded in February 2007 and in March preliminary information was sent to Virginia's public institutions. SCHEV staff developed an analytical report in April which generated a set of 75 institutions for each Virginia institution that represented potential benchmarks. After a final meeting with representatives from the institutions and staff representing SCHEV, legislative money committees, and the administration, a list of 25 institutions were negotiated as the benchmarks. Mr. Alessio informed the Council that the benchmarks for the Virginia Community College System will be brought to the Council for approval in September. He distributed a change to Table 2 on page C35 and to Table 3k page C46. The following resolution was unanimously approved by the Council:

**BE IT RESOLVED that the State Council of Higher Education for Virginia approves the faculty salary benchmark institutions for all four-year state-supported colleges and universities and Richard Bland College. The lists, along with the new 60<sup>th</sup> percentile goals, shall be forwarded to the Governor and to the Chairmen of the House Appropriations and Senate Finance Committees.**

The Council will review the faculty salary benchmark institutions for the Virginia Community College System at its September, 2007, meeting.

### **REPORT FROM EXECUTIVE COMMITTEE**

Mr. Wurtzel reported that the Executive Committee reviewed the SCHEV budget and staff was commended for ending the year with a zero balance.

The Committee decided to hold a Council retreat on the afternoon of Monday, September 10 in Richmond. Staff will be providing further details once a location is determined. The Committee also requested that staff solicit available times from Mr. Clement and Ms. Hardy in November before determining a final date for the Boards of Visitors conference. Council members are invited but need not attend.

The Committee reviewed Dr. LaVista's performance and salary as well as a contract extension. Recommendations regarding these matters will be discussed in the executive session at the end of the meeting today.

### **REPORT FROM RESOURCES COMMITTEE**

Mr. Dyke reported that the Committee reviewed the Full Cost Report which reflected that every institution is meeting the goal of charging out-of-state students at least 100% of their educational costs in tuition. On average, institutions will be charging out-of-state students 134% of cost in tuition. The following resolution was unanimously approved by the Council:

**BE IT RESOLVED that the State Council of Higher Education for Virginia approves the 2007-08 Full Cost Report.**

Mr. Dyke indicated that the Committee had a discussion on base adequacy funding. Staff was requested to meet with representatives from the Council of Presidents and the Finance Advisory Committee to get input on the issues and requested that staff provide funding scenarios based on both projected and actual enrollment numbers to the Council in September.

The Committee reviewed budget and legislative initiatives for the upcoming General Assembly session and plans to remain firm in advocating for items felt to be necessary to adequately fund of higher education. Legislative initiatives reviewed include outlawing diploma mills and Restructuring for Level II institutions.

### **REPORT FROM ACADEMIC AFFAIRS COMMITTEE**

Ms. Milliken said the Committee received a favorable report from the assessment consultant. Dr. DiCroce has now assumed the chair of the Assessment Task Force and final action will be taken in October.

The Learning Technologies Task Force that was set up last year has planned a conference in November in Richmond to move forward on this initiative.

*Action on Programs at Public Institutions*

Ms. Milliken presented the following resolution from the Academic Affairs Committee which was unanimously approved by the Council:

**BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to Central Virginia Community College to initiate an Associate of Science (A.S.) degree program in Engineering (CIP: 14.0101), effective fall 2007.**

**EXECUTIVE SESSION**

In accordance with §2.2-3711 (A) (1) of the Code of Virginia, the State Council of Higher Education for Virginia convened in executive session at 2:00 p.m. to discuss personnel and performance matters related to the Executive Director.

The Council reconvened from the executive session at 2:20 p.m. A roll call vote was taken on a resolution certifying that to the best of each member's knowledge 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 8-0 and is attached.

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

**BE IT RESOLVED that the State Council of Higher Education for Virginia, pursuant to the 2007 Virginia Acts of Assembly § 4-6.01, approves a salary increase for SCHEV Executive Director Daniel LaVista to \$225,000.00 for the period July 1, 2007 to June 30, 2008, from appropriations to the Council.**

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

**BE IT RESOLVED that the State Council of Higher Education for Virginia approves the document entitled "STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA DIRECTOR'S EMPLOYMENT AGREEMENT ADDENDUM #2" which extends SCHEV Executive Director Daniel LaVista's employment to a second 4-year term from August 7, 2008, to August 6, 2012.**

The meeting was adjourned at 2:25 p.m.

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Alan L. Wurtzel  
Chairman

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Lee Ann Rung  
Council Secretary

**Items Delegated to Director/Staff  
Reported to Council  
July 10, 2007**

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

**Programs Title and Degree Changes:  
May - June 2007**

Institution	Action	Effective Date
Virginia Commonwealth University	Change the program title from the Doctor of Philosophy degree program in Anatomy (CIP: 26.0403) to the Doctor of Philosophy degree program in Anatomy and Neurobiology (CIP: 26.0403);	Fall 2007
	Change the program title of the Master of Science degree program in Anatomy (CIP: 26.0403) to a Master of Science degree program in Anatomy and Neurobiology (CIP: 26.0403); and	Fall 2007
	Change the program title of the Post Baccalaureate Graduate Certificate in Anatomy (CIP: 26.0403) to the Post Baccalaureate Graduate Certificate in Anatomy and Neurobiology (CIP: 26.0403).	Fall 2007
Virginia State University	A change in degree designation of the Social Work program from a Bachelor of Arts (BA) degree program (CIP: 44.0701) to a Bachelor of Social Work (BSW) (CIP: 44.0701).	Fall 2008

Pursuant to the Council's action on September 12, 2006, the following item was approved as delegated to staff:

**Virginia Community College System (VCCS)  
Associate of Applied Science (A.A.S.) Degree program  
March-July 2007**

Institution	Degree/Program/CIP	Effective Date
Wytheville Community College	A.A.S. in Early Childhood Development (CIP: 13.1099)	Fall 2007

**Organizational Changes / Off-campus Instructional Sites  
May – June 2007**

Institution	Change / Site	Effective Date
George Mason University	The Department of Computer Science has been created from a merge of the existing Department of Information and Software Engineering and Department of Computer Science. The merge of the two departments provides an opportunity to combine resources, facilitate faculty partnership and research, and establish a coherent presence at the university.	January 2008
Virginia Commonwealth University	The Department of Women's Studies has been created and will administratively manage the degree program in Women's Studies. The creation of the department establishes a separate, distinct presence for the Women's Studies program which increases its visibility for prospective students and employers in the region.	June 2007

**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.

**RESOLUTION NO. 46**  
**MEETING DATE: July 10, 2007**

**CERTIFICATION OF EXECUTIVE MEETING**

**WHEREAS**, 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 (D) 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

YES: 8 (Ashby, Clement, Dragas, Dyke, Lewis, Magill, Milliken, Wurtzel)

NAYS: 0

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