

**STATE COUNCIL OF HIGHER EDUCATION
EXECUTIVE COMMITTEE MEETING
MAY 10, 2005
MINUTES NO. 64**

Mr. Wurtzel called the Executive Committee meeting to order at 8:05 a.m. in the Topping Room, Old Chapel at Randolph-Macon College in Ashland, Virginia. Council members present: James Dyke, Carl Kelly, Christine Milliken, Bittle Porterfield, and Alan Wurtzel. Staff present: Ellie Boyd, Daniel LaVista, Elizabeth Wallace, 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 March 8, 2005 meeting were unanimously approved as submitted.

LIAISON REPORT

Dr. LaVista informed the committee that the staff and Council received a thank you note from President Covington for the sympathy gift sent to him upon the recent death of his wife.

Dr. LaVista reminded members that the retreat will be held on July 14 in Charlottesville, beginning at 1:00 p.m., following lunch at noon. Ms. Rung will send directions and details later.

Mr. Wurtzel and Mr. Dyke provided additional feedback on the letter that staff was requested to send on behalf of the Council related to the budget. Mr. Wurtzel provided the information to Dr. LaVista. The letter will be revised and sent to Mr. Wurtzel for signature.

UPDATE ON SCHEV'S BUDGET

Ms. Boyd distributed copies of the agency's total appropriation for FY2005 and explained each category by program.

In answer to a question raised by Ms. Milliken about unused funds, Dr. LaVista said the plan was shared with the Council earlier. Equipment and furniture has been ordered to support the newly funded positions. Dr. LaVista reminded the Council

that the agency was fortunate to get a reappropriation, which has made funds available to replace outdated equipment and help with agency operations. The Council was also reminded that the agency may incur some costs in changing to a new email system. Ms. Milliken requested that in the future if a surplus is forecast that staff inform the Council of how the funds should be spent.

UPDATE ON SCHEV RECRUITMENT EFFORTS

Dr. LaVista requested that this item be deferred to the executive session.

UPDATE ON BOARDS OF VISITORS MEETING

Dr. LaVista distributed the outline for the June 8 BOV meeting and members provided input. It was indicated that in the past attendance was low and the Council suggested that Dr. LaVista strongly encourage the presidents to attend, along with their respective board members.

Ms. Milliken mentioned that the Association of Governing Boards (AGB) has an article coming out in the June issue relating to the top 12 issues in higher education over the next 10 years. Ms. Milliken was asked to provide a copy of the article to Dr. LaVista for possible use at the June 8 meeting and to share it with the Council.

APPROVAL OF JULY 19, 2005 AGENDA

After some discussion, the following agenda was unanimously approved for July 19, 2005, at Christopher Newport University, with the understanding that the Chairman, Vice Chairman, and Executive Director could make changes as necessary:

Monday, July 18, 2005
4:00 p.m. – 5:30 p.m.
Christopher Newport University

Briefing Topic: Financial Aid

Opening Remarks	Daniel LaVista, SCHEV Executive Director Alan Wurtzel, SCHEV Chairman
Financial Aid in Virginia	Jerry Davis, Education Consultant
Discussion/Wrap Up	Daniel LaVista, SCHEV Executive Director

Tuesday, July 19, 2005
Christopher Newport University
AGENDA

Executive Committee

1. Approval of Agenda
2. Approval of Minutes (May 10, 2005)
3. Liaison Report
4. Update on SCHEV Budget
5. Action on Council Meeting Schedule for 2006
6. Approval of September 13, 2005 Agenda

Joint Academic Affairs/Resources Committee

1. Briefing on Restructuring Act Activities

Academic Affairs Committee

1. Approval of Agenda
2. Approval of Minutes (May 10, 2005)
3. Liaison Report
4. Presentation by Jobs for the Future on
Achieving the Dream Grant
5. Action on Programs at Public Institutions
6. Action on Establishing the Career College Advisory
Board (CCAB)
7. Discussion of Final LTAC Report (if available)
8. Discussion of Persistence Recommendations
9. Action on Research
10. Discussion of Academic Affairs Issues/Agenda
for next meeting

Resources Committee

1. Approval of Agenda
2. Approval of Minutes (May 10, 2005)
3. Liaison Report
4. Action on Full Cost Report
5. Discussion of Budget /Legislative
Initiatives for 2006-08 Biennium
6. Discussion of Resources Issues/Agenda
for Next Meeting

Council Meeting

1. Approval of Agenda
2. Approval of Minutes (May 10, 2005)
3. Remarks by President Tribble
4. Executive Director's Report
5. Delegated Items by Director/Staff
6. Update on Southside University Needs Assessment
7. Public Comment Period
8. Council Elections

Lunch Break

9. Report and Action on Enrollment Targets and Demand Projections
 - Presentation on Revised Enrollment Demand and Gap Analysis
10. Action on Institutional Enrollment Targets
11. VCCA and CCAB Presentation
12. Report from Executive Committee
13. Report from Resources Committee
14. Report from Academic Affairs Committee
15. Other Business

DISCUSSION OF MEETING SCHEDULE FOR 2006

Mr. Wurtzel requested Council input about the number of meetings and travel preferences for 2006. It was the feeling of some members that the Council should maintain the option of meeting more frequently to discuss important issues, particularly items related to the Restructuring Act and Southside University.

It was also suggested that a legislative briefing be added to the schedule on February 23 since the Council will be in Richmond for the Outstanding Faculty Awards reception and dinner that evening. Members would then be encouraged to visit with legislators the following morning. Ms. Milliken requested that one of the 2006 meetings be held in Northern Virginia and it was suggested that Northern Virginia Community College (NVCC) be contacted about hosting a meeting on the medical campus. The NVCC President should also be asked to address the nursing shortage. The College of William and Mary and Virginia Military Institute were also suggested as possible meeting locations. A schedule will be drafted and circulated to members prior to the July meeting and a final version will be submitted for action at the July Executive Committee meeting.

DISCUSSION OF RETREAT AGENDA

Dr. LaVista is in the process of developing the agenda for the retreat, which will focus on SCHEV roles and responsibilities.

EXECUTIVE SESSION

In accordance with §2.2-3711(A)(1) of the *Code of Virginia*, the Council convened in closed session to discuss personnel matters.

The Council reconvened from the executive session and a resolution certifying this was the only matter discussed, and that the executive session was conducted in conformity with Virginia law, is attached.

The meeting was adjourned at 9:30 a.m.

Alan Wurtzel
Chairman

Lee Ann Rung
Council Secretary

RESOLUTION NO. 32
MEETING DATE: May 10, 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: 5 (Dyke, Kelly, 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
MAY 10, 2005
MINUTES NO. 1**

Mr. Wurtzel called the joint meeting to order at 9:30 a.m. in the Topping Room, Old Chapel, Randolph-Macon College in Ashland, Virginia. Council members present: James Dyke, Carl Kelly, Margaret Lewis, 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

UPDATE ON RESTRUCTURING ACT

Dr. LaVista discussed the process orientation that staff has led in the last few weeks. Peter Blake, Amy Sebring and Tony Maggio were thanked for their support and assistance in the meetings that have taken place with regard to the Restructuring Act.

Dr. LaVista provided background information and discussed the obligation that SCHEV has in leading certain aspects of the Restructuring Act and process.

An updated list on the activities of the Restructuring Act was distributed, which included a series of meetings that have occurred with academic (IPAC – Instructional Programs Advisory Committee) and financial officers (FAC – Finance Advisory Committee) to discuss the list of state goals, performance indicators and 6-year plans. Dr. LaVista informed the committee that the Council of Presidents has also formed a working group on restructuring, looking at the presidents' role as it relates to the academic and financial officers' discussions. This group is being led by Paul Tribble.

Mr. Hix and Dr. Cooley were complimented for their efforts in coordinating meetings with IPAC and FAC and trying to use existing data that institutions may have already developed.

A template was sent to institutions to use in submitting their board resolutions. The resolutions are to be submitted by August 1 affirming the institutional boards' interest in supporting the 11 goals.

The enrollment projection meetings are complete with the exception of the Virginia Community College System (VCCS), which will be held in June. The information from these meetings will be compiled and presented to the Council in July.

Dr. LaVista invited Mr. Hix to make comments and Mr. Hix informed the committee that Secretary Bennett attended the last FAC meeting and provided input. SCHEV

staff will continue to work with Secretary Bennett, Peter Blake, and the money committee staffs. Dr. Cooley also reported that IPAC asked that performance indicators be aligned with other reporting requirements (SACS, NCATE, ROIE, etc.) to the extent possible.

Mr. Wurtzel requested that staff determine the extent to which courses are available in a timely manner for students. Dr. LaVista said this question was asked in the enrollment meetings and will be included in the enrollment projection report.

It was suggested that in order to better understand the system, we must focus on the areas where students may be “falling through the cracks.”

Dr. LaVista informed the Council that he would be updating them throughout the process. By July staff should have the consultant’s report on performance indicators which will be used to help finalize staff thinking on evaluation criteria. Council is obligated to approve the proposed performance indicators prior to October 1.

The meeting was adjourned at 10:00 a.m.

Alan Wurtzel
Chairman

Lee Ann Rung
Council Secretary

**STATE COUNCIL OF HIGHER EDUCATION
ACADEMIC AFFAIRS COMMITTEE
MAY 10, 2005
MINUTES NO. 25**

Ms. Milliken called the Academic Affairs Committee meeting to order at 10:07 a.m. at Randolph-Macon College, Old Chapel, Topping Room, Second Floor, Ashland, Virginia. Council members present: Margaret Lewis, Christine Milliken (Chair), Alan Wurtzel. Staff present: Nancy Cooley, Darlene Derricott, Alan Edwards, Monica Osei, Frederick "Rick" Patterson. Office of the Attorney General: Anthony Meredith.

APPROVAL OF AGENDA

The committee approved the agenda.

APPROVAL OF MINUTES

The committee approved the minutes of March 8, 2005, as submitted.

LIAISON REPORT

Dr. Cooley reported the following Academic Affairs activities:

Staffing announcements

- Catherine Amelink (Academic Affairs intern for the Academic Common Market) successfully defended her dissertation on April 11, 2005. Catherine will receive the Ph.D. in Educational Leadership and Policy Studies (Higher Education and Student Affairs emphasis) from Virginia Tech at this spring's commencement exercises.
- Dr. Kimberly Waid, Assistant Director of Gear-Up and Access Virginia, has been on maternity leave since early April. On April 24, 2005, Dr. Waid and her husband welcomed a 6-pound baby boy to the family.

VA-NC Systems Biology Initiative Update

On April 23 Dr. Cooley met with Russ Lea, Vice President for Research at the University of North Carolina System. Dr. Lea was supportive of the joint initiative and recommended a faculty meeting in August, 2005. Dr. Lea and Gretchen Bataille will come to SCHEV to meet with Dan LaVista and to make a presentation to the faculty on August 26.

Jan Faircloth from the Governor's D.C. Liaison Office met with Dan LaVista and Nancy Cooley on March 17 to discuss the process for securing a federal earmark to establish a Systems Biology Disease Institute. Provost McNamee (VT) will join SCHEV and North Carolina leaders when they visit the congressional delegation.

GEAR-UP

On April 11 staff submitted the 6-year grant proposal for a total federal request of \$19,474,000. The GEAR-UP team secured commitments for \$3 million per year in matching funds from local partners including the Virginia Department of Education. GEAR-UP is no longer in the federal budget, and staff is lobbying for restoration.

National Endowment for the Humanities Grant

On April 7 staff submitted a grant proposal for \$76,000 in partnership with the University of Virginia's Center for Digital History and the TLT Group. The proposed project would survey the treatment of Virginia Indians in textbooks, invite tribal leaders to join in a discussion of Jamestown in memory and legend, and provide hands-on workshop activities to introduce K-12 teachers to the use of digital primary sources in the classroom. Teachers will devise teaching units based upon the workshop, and a follow-up evaluation will be the basis for revising future social studies teacher training programs at Virginia Tech, the University of Virginia, and other institutions in the Commonwealth. Technology will be used to support a continuation of the dialogue between K-12 teachers, instructors, and Indians after the conclusion of the actual workshops.

TLT Group Collaboration

SCHEV has entered into a partnership with the non-profit TLT Group to promote Virginia faculty and staff awareness of on-line professional development events sponsored by the TLTG. Through this partnership, Virginia participants will receive discounted registration for on-line professional development. SCHEV has received strong support from the institutions and Virginia experts will be invited to lead subsequent workshops. Ms. Milliken commended Dr. Cooley for securing this partnership as part of the Learning Technology Advisory Committee (LTAC) initiative.

Meetings

FIRST (Robotics)

Nancy Cooley attended the VCU Regional Robotics Competition sponsored by FIRST (For Inspiration and Recognition of Science and Technology). Invited to join the FIRST Advisory Board, Dr. Cooley met with its members on April 5 and helped establish the board's Education Partnership Development Task Force, which met on May 6. Others interested in enhancing the math, science, and technology skills of K-12 students through authentic, project-based learning, will work with the task force, including leaders of Old Dominion University's (ODU) Program for Research & Evaluation in Public Schools and SCHEV's GEAR-UP and No Child Left Behind (NCLB) programs.

Deans and Directors of Continuing Education

On April 21 Nancy Cooley met with the Deans and Directors of Continuing Education. She heard campus updates of current and proposed activities for nontraditional learners, and she led a discussion of the implications of the Restructuring Act. The group requested that SCHEV re-establish a formal relationship with the leaders of continuing education and professional studies, which will be done. The group will meet quarterly with SCHEV staff.

Nursing Replication

On April 27 staff convened a meeting in Norfolk of representatives of regional health philanthropy organizations and higher education institutions with nursing programs. Jeff Cribbs and Judy Collins from the Richmond Memorial Health Foundation presented the collaborative model that had been implemented in Central Virginia and the group discussed how it might be replicated in the Tidewater region. A similar meeting will be held in the Roanoke region June 7.

Commencement Speaker

Rick Patterson has been invited to speak at the June 25, 2005, commencement exercises for St. Leo University's regional (Hampton Roads/Tidewater Virginia) graduation at the Hampton University convocation center.

Professional Development and Training

On May 4, Nancy Cooley and other SCHEV staff attended a seminar on the Balanced Scorecard performance measurement system at the University of Virginia's Continuing Education Center, and staff will consider it in light of the requirements for performance indicators and benchmarks associated with the restructuring act.

ACTION ON PROGRAMS AT PUBLIC INSTITUTIONS

- Virginia Commonwealth University
 - Bachelor of Arts in Homeland Security and Emergency Preparedness

Ms. Milliken provided a brief overview of the degree program and explained that, because the committee had no quorum, this item would be forwarded to the full council for action.

ACTION ON DRAFT REGULATIONS 40-31 GOVERNING THE CERTIFICATION OF CERTAIN INSTITUTIONS TO CONFER DEGREES AND CERTIFICATES

Ms. Milliken commended staff for the work on this process. After a brief discussion, the committee expressed concerns about the definitions provided for academic "credit" and "credit hour." Mr. Patterson explained the definitions originated from those provided by accrediting bodies and were reviewed subsequently by the attorney general's office. Mr. Wurtzel questioned the exempt status of various institutions and requested clarification of which institutions were exempt. The members discussed the exempt status and whether to place this discussion on the July or September agenda. Mr. Patterson provided an overview of the process and distributed a timeline to members. He explained that the General Assembly approved the "exempt" status pursuant to Section 23-276 et. Seq. of the Code of Virginia. Members were in consensus on forwarding the regulations to full Council for action. It was noted that staff must provide to Council the permanent regulations (which includes a 60 day public comment period) before the November 2005 expiration of the emergency regulations. The committee directed staff to prepare

background information on proprietary institutions and to present to them at a future Council meeting.

UPDATE ON IMPLICATIONS OF THE RESTRUCTURING ACT ON THE WORK OF THE COMMITTEE

See Council minutes.

FACTORS IMPACTING PERSISTENCE

Dr. Monica Osei informed the committee that at council's request, staff, along with participants from four-year and two-year public institutions, gathered anecdotal information and found several factors impacting persistence. Staff recommended SCHEV's role could be focused in two areas: 1) meeting unmet financial need in K-12 through initiatives such as debt repayment and co-op education; and 2) forming and connecting partnerships with businesses. Staff was asked to prioritize the top factors, identify exemplary practices, and organize presentations by institutional representatives by the July council meeting and present to the committee for possible solutions. In addition, the committee asked for data to support these factors, as well as an operational definition of the "poor institutional fit" factor.

DISCUSSION OF ACADEMIC AFFAIRS ISSUES/AGENDA FOR NEXT MEETING

Ms. Milliken asked committee members to consider what priorities they would like to address for the 2006 year and e-mail responses. A possibility would be to look at science and mathematics initiatives. For the past year, the committee's focus has been on transfer, articulation and competencies.

The meeting adjourned at 11:05 a.m.

Christine Milliken
Chair

Darlene Derricott

Committee Secretary

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA
RESOURCES COMMITTEE
MAY 10, 2005
MINUTES NO. 56**

Mr. Dyke called the Resources Committee to order at 10:05 a.m. in Room 112, Old Chapel, Randolph-Macon College in Ashland, Virginia. Council members present: James Dyke, Carl Kelly, Bittle Porterfield, and Alan Wurtzel. Anthony Meredith from the Office of the Attorney General was also present. Staff present: Dan Hix, Daniel LaVista, and Lee Ann Rung

APPROVAL OF AGENDA

The agenda was unanimously approved as submitted. Move discussion of restructuring act to follow liaison report.

APPROVAL OF MINUTES

The minutes of the March 8, 2005 meeting were unanimously approved as submitted.

LIAISON REPORT

Mr. Hix reported on the recent Finance Advisory Committee (FAC) meeting and indicated that Secretary Bennett was in attendance. A draft template to be used by the institutions when submitting their 6-year plans was developed for the finance officers and staff agreed to work with the academic affairs officers to develop a combined template. The importance of the link between academic affairs and finance in this process was stressed. Mr. Hix said good discussions have already taken place and he will continue to update the committee as new items emerge.

UPDATE ON IMPLICATIONS OF THE RESTRUCTURING ACT

Dr. LaVista said the information exchange has been good between the finance officers and the academic affairs officers and staff will continue to keep the Council informed and seek their counsel as needed. He reported that the consultant report will be reviewed along with the performance indicators and factored into the final report, which should be completed by July. Secretary Bennett's presence at the FAC meeting was important and he is willing to provide additional support.

Mr. Hix added that this is a completely new process to everyone involved and while it may not be perfect the first time, it is an iterative process and improvements will continue to be made over time.

Mr. Dyke asked for institutional feedback from the audience and Mr. Lockridge said the timeframes are an issue for the University of Virginia.

Ms. Sebring said the process is moving and timelines are tight due to the legislative process but everyone is working as expeditiously as possible. She is optimistic even though much work still needs to be done.

Dr. LaVista discussed the October 1 deadline for the 6-year institutional plans and performance indicators and said everyone involved will be making a good faith effort to make it work.

Ms. Sebring provided clarification on the two areas the legislature is dealing with. First, determining what resources are needed in higher education and how they are used, as well as the options of state/student support (the genesis of the 6-year plan). Second, is looking at institutional autonomy and finding ways the Commonwealth can ensure that institutions are meeting the public good, which is how the performance indicator enters the picture. Staff recognized that over time the 6-year plan and indicators would need to be merged.

Mr. Dyke reminded the committee that a meeting has been scheduled for June 8 with the Boards of Visitors to discuss the various roles each will play in the Restructuring Act. He encouraged institutional representatives present to take the information back to their institution and encourage attendance.

Mr. Blake said the Restructuring Act is largely enabling legislation, with both the Governor and General Assembly placing much confidence on the thoughtful stewardship of SCHEV. He also indicated that the process will continue to improve in the future.

UPDATE ON SOUTHSIDE

Dr. LaVista was asked to update the committee on the Southside University and he said resources have been provided for the next step in the process - \$100,000 to support the needs assessment and \$900,000 jointly governed by SCHEV, the Department of Finance, and the Secretary of Education. Important changes have been made to the philosophy of the agenda endorsed by the Harvest Foundation. A new planning commission has been established to help determine the next stages. The New College of Virginia is now viewing itself as part of a larger mosaic of higher education in Southside, whereas previously this cooperative spirit was less evident. A mini-review is being conducted by commission consultants who are networking with SCHEV. SCHEV staff, along with Secretary Wheelan and Peter Blake, visited

Southside recently. Staff is considering what information will be required for the needs assessment and has met with possible consultants. Dr. LaVista is hopeful that the work will be concluded by September 1 or sooner.

ACTION ON ANNUAL COMMONWEALTH GRADUATE ENGINEERING PROGRAM (CGEP)

Mr. Hix indicated that the program is in its 22nd year. He reviewed the reports, which indicated that no changes have been made to funding the program in over a decade. Dr. James Groves, CGEP State Chair and UVA Director was present and shared information on the program.

Dr. Groves said the program has experienced continued steady enrollment growth, with enrollment in some areas increasing between 5-8% over previous years.

Dr. Groves was asked to provide an update on the nanotechnology partnership that was brought to the Council in January. He indicated that the General Assembly did not approve the SCHEV recommendation, but said some progress has been made. He encouraged the committee not to give up on this initiative. A proposal requesting funding for a two-year pilot will be submitted to the National Science Foundation in June. Since this decision process will take approximately 6-7 months, Dr. Groves also suggested that the committee work with members of the Governor's office and the General Assembly to gain support.

Dr. Groves also informed the committee of an initiative to upgrade to a statewide website which will allow students to check on course availability across institutions. This new database should be live by June 1.

Dr. Kelly indicated that since his commission expires June 30, someone else should be appointed to fill his position on the CGEP advisory council. Dr. Groves said he would like to maintain a Council representative at their meetings. It was decided that this matter would be brought to the full Council.

Mr. Porterfield commended Dr. Groves for the collaborative efforts of this program.

Linda Valhalla was introduced as a new member of CGEP, replacing Berndt Bohm from ODU (now retired). Other members present were also introduced: Stephen Nash from GMU, Tom Overby from VCU, and Cheryl Peed of VT, who was attending for Glenda Scales.

The following motion was made, seconded, and unanimously approved:

BE IT RESOLVED that the State Council of Higher Education for Virginia approves the 2005-06 Commonwealth Graduate Engineering Program operating plans and recommends to the Governor that the appropriated funds be released to operate the program.

OTHER BUSINESS

Mr. Dyke expressed the Committee's appreciation for Dr. Kelly's dedicated service to the committee and to the Council.

FOLLOW-UP

Mr. Dyke asked Mr. Hix to update the committee on the letter that staff was asked to prepare on behalf of the Council to the Governor and legislators stating the appreciation for what has been budgeted but noting that the Council feels strongly about certain items that are still underfunded. Dr. LaVista noted that after a discussion with the Executive Committee, the letter will be redrafted.

The meeting was adjourned at 10:45 a.m.

James Dyke
Chairman

Lee Ann Rung
Council Secretary

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA
OUTREACH COMMITTEE MEETING
MAY 10, 2005
MINUTES NO. 14**

Bittle Porterfield called the meeting to order at 11:00 a.m. in the Old Chapel at Randolph-Macon College in Ashland. Present: Bittle Porterfield, Carl Kelly and Alan Wurtzel. Staff Present: Daniel LaVista and Elizabeth Wallace.

APPROVAL OF AGENDA

The agenda was approved as submitted.

APPROVAL OF MINUTES

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

LIAISON REPORT

Elizabeth Wallace stated that a small committee comprised of SCHEV staff interested in working on the 50th Anniversary celebration has been created. She proposed that a meeting be scheduled on the afternoon prior to the September 13 Council meeting for Council members who are interested in working on the 50th Anniversary activities.

UPDATE ON OUTSTANDING FACULTY AWARDS (OFA)

Ms. Wallace stated that an internal working committee has been formed to work on the 20th anniversary of OFA. She also stated that a meeting was held with Dominion representatives on May 6, 2005 to discuss the logistics of next year's event. At the meeting, the Library of Virginia was selected as the venue and February 23, 2006 was chosen as the date. The event will be black tie optional with the reception beginning at 5:30 p.m., the program at 6:00 p.m. and dinner at 6:45 pm. Dominion also mentioned that they would entertain the possibility of supporting some additional awards in honor of the special anniversary year.

Dr. LaVista mentioned that the Council would like to hold a legislative briefing for members from 2:00 p.m. – 4:00 p.m. on February 23, 2006, prior to the OFA celebration.

DISCUSSION OF OUTREACH COMMITTEE ISSUES/AGENDA

Ideas for the 50th SCHEV anniversary will be discussed at the September meeting.

The meeting was adjourned at 11:20 a.m.

Mimi Elrod
Chair

Kathy Robinson
Committee Secretary

**STATE COUNCIL OF HIGHER EDUCATION
COUNCIL MEETING
MAY 10, 2005
MINUTES NO. 499**

Mr. Wurtzel called the Council meeting to order at 12:10 p.m. in the Topping Room, Old Chapel at Randolph-Macon College in Ashland, Virginia. Council members present: James Dyke, Harold Jordan, Carl Kelly, Margaret Lewis, Christine Milliken, Bittle Porterfield, and Alan Wurtzel. Staff present: Nancy Cooley, Tom Daley, Dan Hix, Daniel LaVista, Lee Ann Rung and Elizabeth Wallace. Anthony Meredith from the Office of the Attorney General was also present.

APPROVAL OF AGENDA

The agenda was unanimously approved as submitted. It was noted that there were no requests for public comment at this meeting.

APPROVAL OF MINUTES

The minutes of the March 8, 2005, meeting were unanimously approved as submitted.

REMARKS BY PRESIDENT MARTIN

Mr. Wurtzel thanked President Martin and the college for hosting the PCAB and Council meetings said he is very proud of the close association between the Council and the private institutions.

Dr. Martin informed the Council that Randolph-Macon College is celebrating its 175th anniversary this year. He explained that on February 3, 1830, the General Assembly voted a charter that created the institution. Early Virginia Methodists founded the college following Thomas Jefferson's principle that no theological college be chartered by the General Assembly. The college was initially located in Boydton, Virginia. Today the college enrolls 1,100 students and plans to grow to 1250 over the next several years. Fifty percent of the students are from Virginia, and about 12% are minorities. Ninety-three percent of the college's 100 faculty hold doctorate degrees. The college is the major producer of primary and secondary school teachers for Hanover and other parts of the Commonwealth. Articulation agreements are in effect with several community colleges, including J. Sargeant Reynolds. The college has an endowment of \$100 million and a \$30 million budget. Dr. Martin listed some of the college's alumni, which included many notable leaders of government and industry, as well as Gregory Smith, the youngest graduate.

EXECUTIVE DIRECTOR'S REPORT

Dr. LaVista thanked Dr. Martin and his staff for hosting the Council and the PCAB meetings.

Dr. LaVista informed the Council that Mr. Wurtzel received an honorary doctorate from Shenandoah University in Winchester for his work on Virginia education reform. He also mentioned that Mr. Dyke has been named chair of the Board of Trustees at the University of the District of Columbia, effective in June.

Dr. LaVista provided highlights of recent accomplishments at other Virginia institutions, including Randolph-Macon's ranking as a top undergraduate institution by The Princeton Review.

An update on the Southside needs assessment activities was shared with the Council and Dr. LaVista informed the members that the needs assessment consultant and SCHEV staff will mutually determine the methodology that will be utilized.

Dr. LaVista also provided an update of the Southside project. Patrons of the project are assuming a larger role by forming a planning commission. The key to a successful needs assessment is to ask the right questions. Dr. LaVista distributed a list of questions that will dominate the assessment and briefly discussed each of the questions. He asked for and received some feedback on the questions. All members were encouraged to provide additional feedback to Dr. LaVista within the next two weeks so that work can continue with the consultant. Council members requested that Dr. LaVista circulate the final list of questions before submitting the report.

RECOGNITION OF DEPARTING COUNCIL MEMBERS

Mr. Wurtzel read the following resolution thanking Dr. Carl Kelly for his valiant and highly dedicated service on the Council and presented him with a framed copy. Mr. Wurtzel expressed his gratitude for Dr. Kelly's assistance to him when he became Chairman. Dr. Kelly received a standing ovation for his tireless devotion to the Commonwealth and to SCHEV:

WHEREAS, Dr. Carl N. Kelly was appointed to the State Council of Higher Education for Virginia on November 18, 2000 and reappointed on July 1, 2001; and

WHEREAS, he served as Chairman of the State Council of Higher Education for Virginia, Chairman of the Executive Committee, as a member of every Council Committee, including the Resources Committee, Outreach Committee, Planning Committee and Academic Affairs Committee; and as an advisor to the Commonwealth Graduate Engineering Program (CGEP); and

WHEREAS, Dr. Kelly's efforts have won the respect and admiration of numerous stakeholders vital to the well-being of higher education and beneficial to the Council's ability to carry out its mission; and

WHEREAS, Dr. Kelly's effective leadership has guided Virginia's efforts in continuing its dedication to the Commonwealth's esteemed higher education system and has increased the level of accountability that higher education has to Virginia's citizenry; and

WHEREAS, he has demonstrated a remarkable vision that encompasses true leadership and dedication, which indeed, has created the synergy needed to galvanize the entire Council in serving Virginia's system of higher education;

NOW, THEREFORE, BE IT RESOLVED, that the State Council of Higher Education for Virginia extends its deepest sincerities and gratitude to **Dr. Carl N. Kelly** for his insurmountable dedication to higher education in the Commonwealth.

Mr. Wurtzel also recognized Delceno Miles for her service on the Council. Because Ms. Miles was not present, a copy of the framed resolution will be sent to her:

WHEREAS, Delceno C. Miles has served as a dedicated member of the State Council of Higher Education for Virginia since May 2000; and

WHEREAS, Ms. Miles served as an able member of the Academic Affairs Committee, Resources Committee, and Planning Committee and as Chair of the Outreach Committee; and

WHEREAS, Ms. Miles' valuable marketing experience has brought a unique perspective to the Council in highlighting the important work of the agency and seeking input from students and their families about important issues related to higher education; and

WHEREAS, her unwavering commitment to enhancing Virginia's outstanding system of higher education has been evident through her support of SCHEV's Outstanding Faculty Awards and the systemwide Strategic Plan; and

WHEREAS, Ms. Miles' enthusiastic personality and strong work ethic encouraged the Council to work together on its priorities; and

WHEREAS, she will continue to work to ensure that Virginia is advanced through higher education and will serve as a valued and knowledgeable advisor to the Council as it continues its important work;

NOW, THEREFORE, BE IT RESOLVED, that the State Council of Higher Education for Virginia sincerely appreciates and thanks **Delceno C. Miles** for her distinguished service and commitment to advancing the well-being of higher education in Virginia, and extends to her best wishes for continued success in all future endeavors.

DELEGATED ITEMS BY DIRECTOR/STAFF

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

- Eminent Scholars allocation summary for 2005-06
- Organizational changes – two new sites for George Mason University

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

JOINT ACADEMIC AFFAIRS/RESOURCES COMMITTEE

Mr. Wurtzel reported that the two committees met to discuss the Restructuring Act. An updated list on the activities of the Restructuring Act was distributed, which included a series of meetings that have occurred to date. Dr. LaVista will continue to update the Council throughout the process.

REPORT FROM EXECUTIVE COMMITTEE

Mr. Wurtzel reported that the committee reviewed the agency budget and he commended Dr. LaVista, Mr. Daley, and Ms. Boyd for keeping the agency's finances on track.

Mr. Wurtzel reported that the staff is carefully approaching the hiring of six additional staff to be sure the positions are filled appropriately. Mr. Porterfield reminded the Council that while he recognized the progress that has been made in getting approval to hire six additional positions, this will still only bring the staffing levels up to about 80% of the staffing levels of the mid-1980's.

The Executive Committee discussed the meeting on June 8 with the Boards of Visitors to review the roles and responsibilities of the Boards and SCHEV as they relate to the Restructuring Act.

A Council retreat has been scheduled for July 14 in Charlottesville. The emphasis will be on reviewing SCHEV's roles and responsibilities.

Mr. Wurtzel commended Dr. LaVista for his leadership of the agency. He has been delighted with the progress that has been made and the recognition Dr. LaVista has received from legislators, presidents and others.

The Executive Committee also reviewed and approved the July agenda.

REPORT FROM RESOURCES COMMITTEE

Mr. Dyke reported that the committee received updates on the Restructuring Act and Southside.

The committee also received a presentation from James Groves providing the annual update from the Commonwealth Graduate Engineering Program (CGEP). The following resolution was unanimously approved by the Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia approves the 2005-06 Commonwealth Graduate Engineering Program operating plans and recommends to the Governor that the appropriated funds be released to operate the program.

The committee also commended Dr. Kelly for his outstanding leadership in the CGEP program and encouraged him to continue to be involved. It was recommended that a new member from the Council replace Dr. Kelly on this board.

REPORT FROM ACADEMIC AFFAIRS COMMITTEE

Action on Programs at Public Institutions

Ms. Milliken informed the Council of the committee's discussion on programs at public institutions. Because there was no quorum at the Academic Affairs Committee, Ms. Milliken requested approval from the Council for this program. 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 grants approval to Virginia Commonwealth University to initiate a Bachelor of Arts (B.A.) degree program in Homeland Security and Emergency Preparedness (CIP: 43.9999), effective fall 2005.

Action on Draft Regulations 40-31 Governing the Certification of Certain Institutions to Confer Degrees and Certificates

Ms. Milliken provided background information on this item and requested that the following resolution be approved by the Council. On motion by Ms. Milliken and seconded by Mr. Porterfield, the following resolution was unanimously approved:

BE IT RESOLVED that the State Council of Higher Education for Virginia adopts the proposed regulations 8 VAC 40-31 et. Seq. pertaining to the certification of private and out-of-state postsecondary schools, and delegates to the Executive Director the authority to make revisions during the review process required by the Administrative Process Act.

REPORT FROM OUTREACH COMMITTEE

Mr. Porterfield informed the Council that he chaired the Outreach Committee in Dr. Elrod's absence. Ms. Miles was thanked for her past chairmanship of the Outreach Committee and Mr. Porterfield expressed his appreciation to her.

Mr. Porterfield reported that the committee received information from staff with regard to the 20th anniversary of the Outstanding Faculty Awards (OFA) as well as the SCHEV 50th anniversary. Both events are scheduled for 2006. Dominion is sponsoring the OFA and in anticipation of the anniversary, they will consider adding a few more awards. The OFA event is scheduled for February 23, 2006 at the Library of Virginia at 5:30 p.m. A reception, followed by an awards presentation and dinner (black tie optional), will be underwritten by Dominion.

An internal committee has been appointed to work on preliminary ideas for SCHEV's 50th anniversary in 2006. The committee will have more discussion and expansion of these efforts at the next meeting.

The Council meeting was adjourned at 1:15 p.m.

EXECUTIVE SESSION

In accordance with §2.2-3711(A)(1) of the *Code of Virginia*, the Council convened in closed session to discuss personnel matters.

The Council reconvened from the executive session at 1:35 p.m. and a resolution certifying this was the only matter discussed, and that the executive session was conducted in conformity with Virginia law, is attached.

Alan Wurtzel
Chairman

Lee Ann Rung
Council Secretary

**Items Delegated to Director/Staff
Reported to Council
May 10, 2005**

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

2005-06 Eminent Scholars Summary

Institutions	2004-05 Allocation	2005-06 Request	2005-06 Recommended Allocation	2005-06 Recommended Allocation As Percent Of Request
Christopher Newport University	\$3,480	\$15,000	\$3,480	23%
College of William and Mary	\$1,324,930	\$2,556,236	\$1,324,930	52%
George Mason University	\$539,806	\$1,252,000	\$539,806	43%
James Madison University	\$30,864	\$72,074	\$30,864	43%
Longwood University	\$8,295	\$40,664	\$8,295	20%
Norfolk State University	\$29,989	\$45,000	\$29,989	67%
Old Dominion University	\$285,474	\$384,848	\$285,474	74%
Radford University	\$44,565	\$44,585	\$44,565	100%
University of Mary Washington	\$57,370	\$57,396	\$57,370	100%
University of Virginia	\$2,933,590	\$15,703,622	\$2,933,590	19%
University of Virginia at Wise	\$2,282	\$5,700	\$2,282	40%
VA Commonwealth University	\$361,243	\$1,148,206	\$361,243	31%
Virginia Military Institute	\$19,118	\$96,000	\$19,118	20%
Virginia State University	\$31,847	\$31,847	\$31,847	100%
Virginia Tech	\$601,854	\$2,151,988	\$601,854	28%
VCCS-BRCC	\$0	\$5,000	\$950	19%
VCCS-CVCC	\$2,238	\$0	\$0	N/A
VCCS-JTCC	\$623	\$22,750	\$1,911	8%
Total	\$6,277,568	\$23,632,916	\$6,277,568	27%

SCHEV Finance Policy/eminent0506.rdh

Organizational Change

As staff-approvable "simple" organizational changes, two "partially-exempt" off-campus instructional sites for George Mason University were approved in March: one on a parcel of land along the Route 7 corridor in Loudoun County, VA (yet to be formally named), and one in the United Arab Emirates to be called "George Mason University at Ras-al-Khaimah" (GMU-RAK).

RESOLUTION NO. 33
MEETING DATE: May 10, 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: 6 (Dyke, Kelly, Lewis, Milliken, Porterfield, Wurtzel)

NAYS: 0

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