

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA
EXECUTIVE COMMITTEE
SEPTEMBER 12, 2006
MINUTES NO. 72**

Mr. Wurtzel called the Executive Committee to order at 8:10 a.m. in the SCHEV main conference room, Richmond, Virginia. Council members present: Whittington Clement, Jim Dyke, Mimi Elrod, Christine Milliken, Alan Wurtzel. Staff members present: Ellie Boyd, Tom Daley, Alan Edwards, Daniel LaVista, Tod Massa, Lee Ann Rung, and Elizabeth Wallace. Anthony Meredith from the Office of the Attorney General was also present.

APPROVAL OF AGENDA

The agenda was approved as distributed.

APPROVAL OF MINUTES

The minutes of the July 11, 2006 meeting were unanimously approved as distributed.

LIAISON REPORT

Dr. LaVista provided a brief report. Following a discussion with Delegate Hamilton, staff will advance the recommended measures for Goal 12 in the Restructuring Act. Dr. LaVista plans to discuss this in more detail during his Executive Director's report at the full Council meeting.

He requested feedback on the Boards of Visitors (BOV) agenda that was distributed to members earlier. Dr. LaVista stated that one new feature being proposed for the agenda is to have Council member participation in certain presentations. Dr. LaVista indicated that he would like to have the agenda finalized in time to send out save-the-date cards by the end of September.

UPDATE ON SCHEV BUDGET

Ms. Boyd distributed a copy of the agency budget for FY2006. No questions were raised and the report was accepted.

Dr. Edwards responded to a request made at the July meeting about the authorization for expenditures related to Private and Out-of-State Postsecondary Education (POPE). Dr. Edwards provided an explanation of the expenditures and explained that the number that was reported at the last meeting was incorrect. Staff

projects the current fiscal year to have a \$13 balance between expenditures and revenues. He explained how the budget is spent and how many staff are in the section. It was suggested that a report be made at the July 2007 Academic Affairs Committee meeting on the number of audits that have been conducted and a breakdown of what is being reported from the audits.

APPROVAL OF OCTOBER 17, 2006 AGENDA

The proposed agenda for the October 17 meeting was reviewed and discussed. The following agenda was approved with the understanding that changes could be made between the Executive Director and the Chairman:

Executive Committee

1. Approval of Agenda
2. Approval of Minutes (September 12, 2006)
3. Liaison Report
4. Update on SCHEV Budget
5. Approval of January 9, 2007 Agenda

Academic Affairs Committee

1. Approval of Agenda
2. Approval of Minutes (September 12, 2006)
3. Liaison Report
4. Action on Programs at Public Institutions
5. Action on Degree Escalation Proposal
6. Action on Transfer Guidelines
7. Receipt of Report from Assessment of Student Learning Task Force
8. Update on No Child Left Behind
9. Discussion of Committee's 2006-07 Priorities

Resources Committee

1. Approval of Agenda
2. Approval of Minutes (September 12, 2006)
3. Liaison Report
4. Action on 2006-08 Systemwide Operating and Capital Outlay Budget Items
 - Base Adequacy
 - Faculty Salaries
 - Operation and Maintenance of New Facilities Coming Online
 - VCCS Full-Time/Part-Time Faculty Ratio
 - Undergraduate Student Financial Aid
 - Maintenance Reserve

5. Discussion of Resources Committee Issues/
Agenda for Next Meeting

Outreach Committee

1. Approval of Agenda
2. Approval of Minutes (September 12, 2006)
3. Discussion of Outstanding Faculty Awards
4. Discussion of SCHEV's 50th Anniversary

LUNCH

(Small Conference Room, 9th floor)

Council Meeting

1. Approval of Agenda
2. Approval of Minutes (September 12, 2006)
3. Remarks by President Suarez
4. Executive Director's Report
5. Delegated Items by Director/Staff
6. Public Comment Period
7. Update on Gaining Early Access and Readiness
for Undergraduate Programs (GEAR UP)
8. Report from Executive Committee
9. Report from Resources Committee
10. Report from Academic Affairs Committee
11. Report from Outreach Committee
12. New Business

DISCUSSION OF SYSTEM-WIDE STRATEGIC PLAN

Mr. Wurtzel suggested that a strategic planning steering committee be formed and that Mr. Clement be asked to chair the steering committee. Dr. LaVista distributed a potential charge to the committee and a draft schedule for completing the plan. He suggested that the steering committee appoint an advisory committee. Dr. LaVista indicated that he would meet with the chairman of the Council of Presidents to get his input.

Mr. Meredith was also asked to look into the possibility of having the steering committee meet via conference call or other electronic methods. Dr. LaVista suggested that because development of the strategic plan is one of the most important functions of the Council, that media and others be invited to an unveiling of the plan once it is finalized.

Mr. Dyke felt the Council should continue to request flexibility to allow Council member participation in meetings when a member is unable to attend in person. Mr. Wurtzel will continue attending FOIA Council meetings and make this request.

DISCUSSION OF COUNCIL SELF-EVALUATION

Dr. LaVista asked for feedback on the Council self-evaluation survey instrument that was distributed earlier to members. No changes were suggested. It was decided that the use of this item would be postponed until January 2007 to give new members a chance to become more familiar with the Council functions before being asked to participate in the survey.

DISCUSSION OF COUNCIL SPECIAL SESSION

Dr. LaVista reminded the Council of its statutory obligation to finalize institutional performance standards (IPS) and targets by November 15. The IPS subcommittee members (Wurtzel, Hardy, Milliken, Elrod) will be working with staff to complete this assignment. A meeting will be held on September 19 at 10:30 a.m. to review the targets and benchmarks for eight institutions. Mr. Massa was asked to remind institutions to submit their plans before October 16. The group will meet again on October 16 at 3:00 p.m., and November 8 at 10:30 a.m. It was suggested that all Council members be invited to the final IPS subcommittee meeting on November 8.

Dr. LaVista suggested that a special Council meeting be scheduled for approval of the benchmarks before the November 15 reporting deadline. It was decided that the start time for the Boards of Visitors (BOV) meeting be changed to 10:30 a.m. on November 13, and an additional Council meeting be scheduled for approval of the institutional plans at 9:30 a.m. on November 13. A motion was made and seconded and the Council unanimously approved adoption of this schedule. Dr. LaVista will prepare a summary of the process for the benefit of other Council members who will not participate in the IPS subcommittee meeting.

EXECUTIVE SESSION

At 9:05 a.m. 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 to discuss performance matters related to the Executive Director, and recruitment for the Academic Affairs and Planning position.

The Executive Committee reconvened from the executive session at 9:30 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 5 and is attached.

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

Alan L. Wurtzel
Chairman

Lee Ann Rung
Council Secretary

RESOLUTION NO. 41

MEETING DATE: September 12, 2006

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: 5 (Clement, Dyke, Elrod, Milliken, Wurtzel)

NAYS: 0

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

**STATE COUNCIL OF HIGHER EDUCATION
ACADEMIC AFFAIRS COMMITTEE
SEPTEMBER 12, 2006
MINUTES NO. 33**

Ms. Milliken called the Academic Affairs Committee meeting to order at 9:45 a.m. at The State Council of Higher Education for Virginia, SCHEV's Main Conference Room, 9th Floor, Richmond, Virginia.

Council members present: B.R. (Bob) Ashby, Mimi Elrod, Margaret Lewis, Christine Milliken (Chair), Alan Wurtzel. Staff present: Darlene Derricott, Alan Edwards, Craig Herndon, Monica Osei, Maricel Quintana-Baker, Stephen Scott.

Ms. Milliken informed the committee that three new Council members were appointed by Governor Kaine. She welcomed Mr. Ashby to the Academic Affairs Committee and mentioned that Ms. Susan McGill was unable to attend but would be at the October meeting.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Motion made and seconded, and the committee unanimously approved the minutes of May 9, 2006 and July 11, 2006, as submitted.

LIAISON REPORT

Dr. Alan Edwards reported the following Academic Affairs activities:

Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP)

Dr. Edwards reported that the State Council of Higher Education for Virginia was one of seven states to receive federal funding for the Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP). SCHEV was awarded \$18 million dollars, which will be allocated as \$3 million per year for six years. Dr. Edwards noted that one of the action items on the committee's agenda was a request to make the GEAR UP regional manager position for the Southwest region a full-time position.

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

Dr. Edwards reported that regulations governing certification of certain institutions to confer degrees, diplomas, and certificates (8 VAC 40-31 et seq.) went into effect on August 24, 2006. The committee was also informed that SCHEV's private and out-of-state institution unit had recently created two brochures, *Private Career Education* and *Things to Consider before Enrolling at a Private Postsecondary School*, which would be distributed to potential students. Dr. Edwards also shared that Ms. Linda Woodley, coordinator for the unit, had been elected secretary of the Commonwealth College Access Network (CCAN) and that Mr. Lee Andes, SCHEV's Assistant Director for Finance Policy, had been elected President; Ms. Patrice Randall, SCHEV's Assistant Director for Scholarship Administration will serve as a third CCAN board member from SCHEV.

State Higher Education Executive Officers (SHEEO) Professional Development Conference (Chicago, Illinois)

Dr. Edwards reported that Drs. Stephen Scott and Monica Osei served as moderators for two sessions, assessment and student persistence respectively. Ms. Darlene Derricott attended the P-16 session for increasing student achievement.

The committee commended the staff on its efforts for acquiring the GEAR UP grant and also noted that the Commonwealth is not required to match the funds.

ACTION ON PROGRAMS AT PUBLIC INSTITUTIONS

University of Mary Washington – Master of Science in Management Information Systems

J. Sargeant Reynolds Community College – Associate of Applied Science in American Sign Language-English Interpretation

Ms. Milliken informed the committee that both programs were discussed and approved at the July 2006 meeting, but the committee had no quorum at that time. Motion made and seconded, the committee unanimously approved the following resolutions and forwarded to full Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to University of Mary Washington to initiate a Master of Science (M.S.) degree program in Management Information Systems (CIP: 52.1201), effective spring 2007.

BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to J. Sargeant Reynolds Community College to initiate an Associate of Applied Science (A.A.S.) degree program in American Sign Language-English Interpretation (CIP: 16.1603), effective spring 2007.

George Mason University (GMU) – Bachelor of Arts in Film and Video Studies

A committee member expressed concern about a lack of clarity regarding the potential demand of the major and proceeded with her stand to vote no for the approval. In response to several inquiries, Drs. Cindy Lont and Linda Schwartzstein of George Mason University informed the committee that the English department would focus on criticism and the Communication's department would focus on theories and production. They noted that they believed that the growing film industry in Virginia indicated a more-than-adequate market demand for a bachelor's degree in filmmaking and that GMU would be the first public institution in Virginia to offer this degree.

Motion made and seconded, the committee voted 4 (yes) to 1 (no, Elrod) to approve the following resolution and forwarded to full Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to George Mason University to initiate a Bachelor of Arts (B.A.) degree program in Film and Video Studies (CIP: 50.0602), effective fall 2007.

James Madison University (JMU) – Doctor of Musical Arts in Performance, Pedagogy and Literature

Motion made and seconded, the committee unanimously approved the following resolution and forwarded to full Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to James Madison University to initiate a Doctor of Musical Arts (D.M.A.) degree program in Performance, Pedagogy, Literature (CIP 50.0912), effective fall 2007.

Norfolk State University (NSU) – Doctor of Philosophy in Materials Science and Engineering

Dr. Elsie Barnes, vice president for academic affairs at Norfolk State University, informed the committee that NSU had requested funding from the General Assembly during the 2006 session, but that the request had not been approved. She further explained that NSU will support the degree with the reallocation of internal funding and resources, and will seek state funding in the future. Dr. Barnes noted that this program would be the first doctoral program in the sciences at NSU and that the certificate program in Science and Technology would be discontinued. Mr. Larry Dalton, Chair of the NSU Advisory Board, discussed the emerging areas of technology, the increase of funding for historically black colleges and universities and the significance of leadership. He provided insights into the recruitment of national scientists and the need for new technology to drive the economy nationally

and statewide. The committee applauded the institution for its efforts in the reallocation of resources and for addressing this critical issue for Virginia.

Motion made and seconded, the committee unanimously approved the following resolution and forwarded to full Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to Norfolk State University to initiate a Doctor of Philosophy (Ph.D.) degree in Materials Science and Engineering (CIP: 14.3101), effective fall 2007.

Old Dominion University – Doctor of Philosophy in Criminology and Criminal Justice

Motion made and seconded, the committee unanimously approved the following resolution and forwarded to full Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to Old Dominion University to initiate a Doctor of Philosophy (Ph.D.) degree in Criminology and Criminal Justice (CIP: 45.0104), effective fall 2007.

Virginia Commonwealth University - Master of Science in Medical Physics

Motion made and seconded, the committee unanimously approved the following resolution and forwarded to full Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to Virginia Commonwealth University to initiate a Master of Science (M.S.) degree program in Medical Physics (CIP: 40.0899), effective spring 2007.

The committee discussed briefly concerns and suggestions about the program approval process for masters and doctoral degree programs. Inquiries included staff taking a look at: the proliferation of degrees, degree programs approved in the past, the minimum size of programs for efficiency, productivity and affordability. It was suggested also that staff look holistically at higher education including program foci as well as trends and niches for degrees that will attract future students. Ms Milliken welcomed institutions to participate in the formulation of this process and asked that they provide suggestions directly to Dr. Edwards to update the committee in the winter or spring.

ACTION ON ACADEMIC AFFAIRS BUDGET RECOMMENDATIONS FOR 2007-2008

Ms. Milliken provided a brief overview for budget-item requests for a position and funds for an Office of Learning Technology and for a full-time regional manager for

GEAR UP. She reminded the committee that the support for the Learning Technology funding was a priority for the committee and that Council's intent was to increase access and promote institutional effectiveness.

SUPPORT FOR AN OFFICE OF LEARNING TECHNOLOGY

Motion made and seconded, the committee unanimously approved the following resolution and forwarded to full Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia recommends that an additional \$600,000 be appropriated in 2007-08 from the general fund to create and support the Office of Learning Technology.

SUPPORT FOR A FULL TIME GEAR UP REGIONAL MANAGER POSITION

Motion made and seconded, the committee unanimously approved the following resolution and forwarded to full Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia recommends that one full-time position and \$97,500 in non-general funds be allocated to the agency to support GEAR UP grant work in Southwest Virginia in FY08.

DISCUSSION OF DEGREE ESCALATION OF PUBLIC INSTITUTIONS

Ms. Milliken informed the committee that the policy had been adopted in 1991 and amended in 1994 and that no action has occurred since 1994. She informed the committee that action on degree-escalation requests is the third of 21 duties assigned to the State Council in the Code of Virginia. The committee discussed the criteria contained in the Council's policy document, and staff discussed with the committee the issues raised in the Agenda Book item. Staff recommended that the policy align mission with the new requirements for the Restructuring Act. The consensus of the committee was that the Restructuring Act and mission should be consistent and part of the policy. Staff was asked to develop and address at the October 2006 meeting. Ms. Milliken asked representatives to hold comments and/or responses until later in the agenda.

DISCUSSION OF ASSESSMENT OF STUDENT LEARNING

Ms. Milliken noted that the improvement of student learning was the primary goal of assessing student learning. She then provided an overview of the process and explained that the development of assessment guidelines is a statutory duty for Council. She noted that the first cycle of assessments of Virginia's six core-competency areas was completed in June and that the Assessment of Student Learning Task Force was charged in July to develop guidelines for assessing undergraduate student learning that are consistent with the Council's legislative

charge. Ms. Milliken noted that the charge centered on a value-added approach, and the Task Force should view this approach as a rebuttable presumption, because Council members are policymakers and not experts; she welcomed ideas and proposals regarding alternative approaches. The committee made several suggestions, including the reporting of three competencies per year or six competencies every other year and identifying external methodologies including techniques that could be shared among institutions and about which SCHEV could provide feedback.

Dr. Edwards referred the committee to the current guidelines provided in the handout, Guidelines for Institutional Plans to Assess and Report Competencies. Members indicated they would like to know the advantages and disadvantages of colleges and universities using the value added approach.

Mr. Herndon introduced the speakers, Drs. Robin Anderson, director of institutional research and effectiveness at Blue Ridge Community College and Worth Pickering, director of university assessment at Old Dominion University. The representatives reported on the activities the Task Force has taken since the July 2006 Council meeting including: methodologies, a draft document shared with the chief academic officers (Instructional Programs Advisory Committee – IPAC) and two additional meetings to process the initial charge and their continued work with IPAC.

Dr. Pickering expressed his concerns about the length of the cycle. He noted to the committee that three years may be too short and six years may be too long if the focus is on student learning and improvement thereof. His presentation also included a request that the Task Force be permitted to complete a review of the initial cycle of competency assessment, reviewing methods for collecting data and identifying commonalities in assessment plans, that provide discretion for institutions to set standards and methodologies that are best for them.

The committee stood by its charge and timetable and encouraged the Task Force to identify two to three competency-assessment areas that would be easiest to start with in fall 2007. Members asked the Task Force to consider implementing a value-added approach that would involve competency-assessment reporting in two- or three-year cycles; if the Task Force did not find value-added methods to be a worthwhile and achievable plan, then it was asked to identify other methodologies that are better and would be results oriented. It was recommended that the Task Force identify strengths and weaknesses of methodologies and determine the appropriate strategy for improving student learning and increasing achievement across the public institutions. The Task Force was asked to report back at the October meeting.

UPDATE ON COMMITTEE PRIORITIES

Action on Program Approval Process

Ms. Milliken informed the committee that this item was discussed at the July meeting but was delayed for action due to the absence of a quorum. She explained the process currently in place for approving Associates of Applied Science and Applied Arts degree programs. Another member expressed concern that no degree program should be initiated without staff approval and should be reported via a process similar to the one currently used for spin-off programs. Motion made and seconded, the committee unanimously approved the following resolution and forwarded to full Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia hereby delegates to its staff the authority to approve proposals from the Virginia Community College System for Associate of Applied Arts (A.A.A.) and Associate of Applied Science (A.A.S.) degree programs, when such programs will require no additional state resources or have already been allocated additional state resources.

Update on Instructional Technology

Dr. Edwards reminded the committee that SCHEV had received authorization in the current state budget to convene a Learning Technology Advisory Committee (LTAC). To fulfill this legislative intent, a letter would be sent to institutions' chief executives during the week of September 18 seeking nominations of faculty and administrators to serve on the LTAC. He also noted that he would be making a presentation on SCHEV's recent efforts regarding instructional technologies at the annual meeting of the Southern Regional Education Board's Educational Technology Cooperative at the end of September.

Persistence: Receipt of Report of the Impacting Student Persistence Committee

Ms. Milliken provided an update on what the committee and staff had done over the past year. The committee emphasized its belief that the information in the report would be useful and vital to the Restructuring Act. The committee recommended that staff amend the document by using the word "findings" in lieu of "facts" as a header early in the report.

DISCUSSION OF DEGREE ESCALATION OF PUBLIC INSTITUTIONS (CONT'D)

Dr. Ivelaw L. Griffith, provost for Radford University, expressed his thoughts on the issue using two "A" words and two "C" words. He informed the committee that no citizens should be priced out of a quality degree program and that such can be achieved by providing "access" and "affordability." His second point was that "competitiveness" and "change" are necessary and that degree programs should be structured to meet current and emerging trends. He informed the committee that Radford University will be submitting a proposal for approval at the October meeting.

Dr. Eric Thomas, provost and vice president for academic affairs for Virginia State University (VSU) informed the committee that VSU will be submitting a Ph.D.

proposal in Agriculture and Biological Sciences. Dr. Thomas expressed to the committee that VSU is trying to fill the goals and objectives of the Governor and the Council to advance research and technology. He explained VSU's strategic plan, its Masters in Computational Sciences degree program, the Office of Civil Rights (OCR) Accord, and the institution's plan to initiate a second doctoral program via Council's degree-escalation policy and procedures.

PRELIMINARY DISCUSSION OF 2006-07 PRIORITIES

Ms. Milliken requested that the committee postpone the discussion until a later date.

The meeting adjourned at 11:08 a.m.

Christine T. Milliken
Chair

Darlene Derricott
Committee Secretary

**COUNCIL OF HIGHER EDUCATION FOR VIRGINIA
RESOURCES COMMITTEE
SEPTEMBER 12, 2006
MINUTES NO. 63**

Mr. Dyke called the Resources Committee to order at 9:45 a.m. in Conference Room B, first floor, James Monroe Building Richmond, Virginia. Council members present: Whittington Clement, Helen Dragas, Jim Dyke, and Eva Hardy. Staff present: Lee Andes, Tom Daley, Dan Hix, Lee Ann Rung, and Elizabeth Wallace.

INTRODUCTION OF NEW MEMBER

Mr. Dyke introduced Helen Dragas as a new Council member and welcomed her to the Resources Committee.

APPROVAL OF AGENDA

The agenda was approved as distributed.

APPROVAL OF MINUTES

The minutes of the May 9, 2006 meeting and the July 11, 2006 meeting were approved as submitted, with one abstention. Ms. Dragas abstained since this is her first meeting.

LIAISON REPORT

Mr. Hix reported that the Finance Advisory Council met in September and reviewed the systemwide budget issues that are being discussed in this meeting. He distributed the recommended language amendments that were submitted after the July meeting. Mr. Hix reminded the committee that because these items are on a different schedule and based on the support voiced at the July meeting, the language amendments have been submitted to the Governor as part of the yearly process.

ACTION ON FULL COST REPORT

Mr. Hix provided background on the report and informed the committee that this item was discussed in July. Because there was not a quorum present in July, the item was presented for action at this meeting. Staff was asked to include in future reports, the percentage of non-resident students at each school to see if it's growing. On motion by Ms. Hardy and seconded by Ms. Dragas, 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 2006-07 Full Cost Report.

ACTION ON 2006-08 SYSTEMIC PROGRAMS IN SCHEV'S BUDGET

Tuition Assistance Grant (TAG)

Mr. Hix said the Council has made great strides in increasing the award amounts over the past several years. Mr. Andes explained how staff determines the overall cost, and distributed the revised cost of increasing the award.

On motion by Ms. Hardy and seconded by Mr. Clement, the following REVISED resolution was unanimously approved to be forwarded to the full Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia recommends additional Virginia Tuition Assistance Grant program funding of \$9.7 million for FY2008 in order to attain an undergraduate and graduate maximum annual award of \$3,500.

College Scholarship Assistance Program (CSAP)

Mr. Hix explained that these are pass-through funds available to students with extreme need, and the amount has not increased since 1992-93. The affordability study done earlier this year indicated a need in this area, which would necessitate a significant increase in funds. Mr. Andes explained that the affordability study indicated a surprising number of students who are in the 45% range, meaning that 45% of their income is needed to pay for college. Staff felt an increase in CSAP funds would be the most beneficial, even though the Commonwealth awards are still also needed and supported. Mr. Andes answered questions from members. A recommendation from the Council is needed in order for the money to be appropriated to SCHEV. Institutional allocations could be determined at a later date to be sure funds are being allocated where the need really exists. On motion by Ms. Hardy and seconded by Mr. Clement, the following revised resolution was unanimously approved to be forwarded to the full Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia recommends additional College Scholarship Assistance Program funding of \$4.4 million for FY2008 in order to provide state need-based aid that is specifically targeted to meet the needs of Virginia's most financially at-risk students. Council directs staff to develop FY2008 institution allocation recommendations for Council consideration for the allocation of new program funding.

Support for Boards of Visitors (BOV) Training

Mr. Hix explained that after some lack of funding in years past, SCHEV will begin hosting BOV training again. Therefore, a request is being made for reinstatement of funding. 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 recommends that an additional \$20,000 be appropriated in 2007-08 from the General Fund to support Boards of Visitors training activities.

DISCUSSION OF 2006-08 SYSTEMWIDE OPERATING AND CAPITAL OUTLAY BUDGET ITEMS

Base Adequacy

Mr. Hix explained that the chart does not include faculty salaries, but includes recommendations from last fall on what it would take to get to 100% funding for base adequacy by 2008. The Committee stressed the importance of continuing to pursue the goal of 100%. This item will be brought to the Committee for approval in October.

Faculty Salaries

Mr. Hix reviewed the table and said that in the 2007 legislative session, the General Assembly approved funding that provided an average increase of 4% for faculty salaries in FY07, and 3% for FY08. The chart shows what would be needed on top of these increases to reach the goal of 60th percentile by the second year of this biennium. The options were reviewed and the item will be brought to the Committee for approval in October.

Operation and Maintenance of New Facilities Coming Online

Mr. Hix explained that funding for this item is to maintain buildings in good working order. The amounts listed in the chart would complete the need for funding in the second year of the biennium. Mr. Hix indicated that this item was discussed with the finance officers and they were asked to provide any additional changes. This item will be brought to the Committee for approval in October.

VCCS Full-time/Part-time Faculty Ratio

Mr. Hix explained that this item was included in SCHEV's recommendations during last year's General Assembly (long) session, and was not brought forward by the Governor or the Budget Conference Committee. He distributed a chronology or Decision Brief on the issue. The Committee was asked to determine if the issue should be pursued in the upcoming session.

Dr. DuBois addressed the Committee and explained that the Virginia Community College System (VCCS) feels it is worthwhile to pursue this request in the next General Assembly session, even though it will be a short session. Dr. DuBois asked the Committee to endorse the request to help the VCCS reverse their current need to rely extensively on part-time faculty, which is approximately 70% of their total teaching faculty, on a headcount basis. He indicated that Virginia is tied for second highest nationally on their reliance on part-time faculty, which he feels comes with a risk. He referenced the fact that there is clear research showing a relationship

between student success and the relationship a student has with instructors. The VCCS is also faced with a lack of space for part-time instructors.

Ms. Curry from VCCS distributed a handout with facts and figures associated with the ratios of full-time and part-time teaching faculty. Dr. LaVista indicated that Budget and Finance personnel from SCHEV need to get together with staff from VCCS to reconcile some of the numbers discussed since they are very different and some were new to SCHEV. Dr. LaVista suggested that staff would benefit from having the Committee's input about long-term commitments and new initiatives as they relate to the 2007 legislative session. The committee asked that VCCS staff and SCHEV staff work together over the next few weeks to develop a proposal to bring to the October meeting.

Undergraduate Student Financial Aid

Mr. Hix informed the Committee that in 1999, Council recommended moving away from the Remaining Need model to the Partnership model. Mr. Andes answered questions and explained the Partnership model. This item will be brought to the October meeting for approval.

Maintenance Reserve

Mr. Hix explained that maintenance reserve is a two-year appropriation. There is a remaining need of \$77 million for FY2008. Mr. Daley explained the history of the maintenance reserve program and the purpose of bringing facilities to a condition of "good" over a ten-year period.

DISCUSSION OF RESOURCES COMMITTEE ISSUES/AGENDA FOR NEXT MEETING

The budget items discussed will be brought for approval in October.

The meeting was adjourned at 11:05 a.m.

James Dyke
Chairman

Lee Ann Rung
Council Secretary

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA
OUTREACH COMMITTEE MEETING
SEPTEMBER 12, 2006
MINUTES NO. 19**

Mimi Elrod called the meeting to order at 11:15 a.m. in the Main Conference Room on the 9th floor of the James Monroe Building, Richmond. Council members present: Bob Ashby, Helen Dragas, Mimi Elrod, Eva Hardy, and Christine Milliken. Staff members present: Daniel LaVista, Elizabeth Wallace, Alan Edwards and Stephen Scott.

APPROVAL OF AGENDA

The agenda was approved as submitted.

APPROVAL OF MINUTES

The minutes of the March 14, 2006 meeting were approved as submitted.

UPDATE ON OUTSTANDING FACULTY AWARDS (OFA)

Stephen Scott gave a brief update on the 2007 Outstanding Faculty Awards. He stated that the nomination packages are due on October 6, 2006. The peer review process is complete and 50 individuals have been selected to review the packages before going on to the final selection process.

Ms. Wallace gave an update on the logistical portion of the upcoming Outstanding Faculty Awards Ceremony to be held on February 8, 2007. The ceremony will be held at the Library of Virginia with a program, reception and dinner.

UPDATE ON 50TH ANNIVERSARY ACTIVITIES

Ms. Wallace gave a brief update of the continued commemoration of SCHEV's 50th anniversary. The first series to be held October 26, will be the Shepherd Poverty Program event at Washington & Lee in Lexington, Virginia. The one-hour program is tentatively scheduled to begin at 4:00 p.m. in Elrod Commons Auditorium, followed by an on-campus reception.

The second series, to be held December 4, will be the Vision Lecture Series at George Mason in Fairfax, Virginia. The speaker, Professor Rainald Lohner, will give

a lecture entitled “Computational Sciences: The third Pillar of the Empirical Sciences” at 8:00 p.m. in the Concert Hall of Mason’s Center for the Arts.

DISCUSSION OF LIAISON VISITS TO CAMPUSES

Dr. Elrod led a discussion on this topic, which resulted in committee consensus that liaison visits to campuses would be scheduled only if requested by the institution.

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

Mimi Elrod
Chair

Kathy Robinson
Committee Secretary

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA
COUNCIL MEETING
SEPTEMBER 12, 2006
MINUTES NO. 507**

Mr. Wurtzel called the Council meeting to order at 12:05 p.m. in the SCHEV main conference room, Richmond, Virginia. Council members present: Bob Ashby, Whittington Clement, Helen Dragas, Mimi Elrod, Margaret Lewis, Christine Milliken, and Alan Wurtzel. Staff members present: Tom Daley, Alan Edwards, Daniel LaVista, Lee Ann Rung, and Elizabeth Wallace. Anthony Meredith from the Office of the Attorney General was also present.

INTRODUCTION OF NEW MEMBERS

Dr. Bob Ashby and Ms. Helen Dragas were introduced as the newest members, and they were welcomed to the Council. The third new appointee, Susan Magill, will attend the October meeting.

APPROVAL OF AGENDA

The agenda was unanimously approved as amended. There were no requests for public comment; therefore, this item was stricken from the agenda.

APPROVAL OF MINUTES

The minutes of May 9, 2006 and July 11, 2006 were unanimously approved as submitted.

REMARKS BY PRESIDENT KYLE

Dr. LaVista introduced President Kyle and said she has served on the Foundation Boards at James Madison University and Virginia Commonwealth University in the past. Dr. Kyle spoke about her experience of becoming the first native of Southwest Virginia to be president of Radford University, and provided information about Radford. Dr. Kyle introduced two new staff members at Radford – Dr. Ivelaw Griffith, Provost, and Donna VanCleave, Vice President for Finance and Administration.

Dr. Kyle informed the Council that Radford is nearly 100 years old, and was formerly a women's college for Virginia Polytechnic Institute (Virginia Tech). The student population is currently over 9,000, with approximately 1,100 graduate students. Radford has the largest graduate program in the Commonwealth (from the group of non-research institutions). She invited the Council to visit the campus. Radford's

mission is to serve the constituency of Southwest Virginia, with the hope of educating students so that they will continue to populate the region and find employment there. She indicated that she is delighted to be working with Dr. LaVista and the staff at SCHEV and informed the Council that staff communicates well with institutions. She finds it most beneficial to meet monthly with the other public college presidents, and SCHEV, in conjunction with the Council of Presidents. There is a network of support, which is very comforting to her as a new president. Dr. Kyle believes that the Commonwealth of Virginia has exactly the kind of leadership that is needed to move higher education in the right direction and to keep colleges and universities working well together.

COUNCIL ELECTIONS

Mr. Wurtzel indicated that at the May meeting, former Council Vice Chairman, Bittle Porterfield, was asked to chair a nominating committee to bring forth a slate of officers for consideration. On behalf of the nominating committee, Ms. Lewis was asked to provide the report. The committee nominated Mr. Wurtzel for re-election as Chairman and Mr. Clement as Vice Chair. No additional nominations were brought forward, and the nominations were approved. Mr. Clement and Mr. Wurtzel complimented the SCHEV executive director and staff and thanked the Council members for their vote of confidence.

Ms. Lewis said the nominating committee also discussed the possibility of creating a new officer position (secretary) in the future.

The SCHEV bylaws call for the Chairman to appoint committee membership, and Mr. Wurtzel reappointed Ms. Milliken to chair the Academic Affairs Committee, and asked Mr. Dyke and Dr. Elrod to continue as chair of the Resources Committee and Outreach Committees, respectively.

Mr. Wurtzel suggested that a change be made to the Council bylaws to allow the Chair and Vice Chair to be counted toward the quorum in any committee meeting which they choose to attend. Mr. Meredith was asked to draft a resolution, and the issue will be brought to the October meeting for approval.

EXECUTIVE DIRECTOR'S REPORT

Dr. LaVista thanked President Kyle for her kind remarks about SCHEV staff.

He introduced Ivonna Edkins as the new campus director for the University of Phoenix.

Dr. LaVista presented the remaining key 2006 higher education restructuring activities, and discussed the strategic planning process, and the schedule of upcoming SCHEV meetings.

DELEGATED ITEMS BY DIRECTOR/STAFF

Dr. LaVista informed the Council of two organizational changes. As required, this information is included as part of these minutes.

ACTION ON COUNCIL MEETING SCHEDULE FOR 2007

Mr. Wurtzel presented the meeting schedule for 2007 as discussed at the July Executive Committee. The following schedule was unanimously approved by the Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia approve the following meeting schedule for calendar year 2007 and distribute the information to all Council members:

Meetings on second Tuesday (except in October)

- **January 9, 2007 – SCHEV Offices (Richmond)**
- **March 13, 2007 – travel to public institution (Richard Bland College)**
- **May 8, 2007 – travel to private institution TBD**
- **July 10, 2007 – travel to public institution (Norfolk State University)**
- **September 11, 2007 – SCHEV Offices (Richmond)**
- **October 16, 2007 – SCHEV Offices (Richmond)**

The Council decided to add the following additional meetings for 2006:

November 8 (10:30 a.m. – 1:30 p.m.) - Mr. Wurtzel encouraged the entire Council to attend this final meeting of the Institutional Performance Standards (IPS) subcommittee to review the subcommittee's recommendations so that all members are informed prior to the November 13 meeting.

November 13 (9:30 – 10:30 a.m. prior to BOV training) – This meeting is to request the Council's approval of the institutional standards. SCHEV is required to submit its recommendations by November 15.

Ms. Rung was asked to inform the members of the date for the staff end-of-year celebration in December.

REPORT FROM EXECUTIVE COMMITTEE

Mr. Wurtzel indicated that the Committee received an update on the SCHEV budget.

Mr. Wurtzel reminded the Council that SCHEV is required by law to create a strategic plan for higher education in Virginia every six years. In order to have the

plan in place by 2007, work must begin now. Mr. Wurtzel asked that Mr. Clement chair the Strategic Planning Committee, and asked the three Committee chairs to also serve on the Committee. Mr. Clement will name two additional members. Mr. Wurtzel asked members to inform him or Mr. Clement if they are interested in serving.

The Executive Committee also discussed a Council self-evaluation survey instrument, and it was decided to postpone completion of the survey until January 2007 to give new members a chance to become more familiar with the Council functions before being asked to complete it.

Mr. Wurtzel also informed the Council that the Executive Committee approved the October agenda, and met in executive session to deal with performance and personnel matters.

REPORT FROM RESOURCES COMMITTEE

In Mr. Dyke's absence, Mr. Clement gave the Resources Committee report. He explained each item and the following resolutions were unanimously approved by the Council:

Full Cost Report

BE IT RESOLVED that the State Council of Higher Education for Virginia approves the 2006-07 Full Cost Report.

Tuition Assistance Grant (TAG)

BE IT RESOLVED that the State Council of Higher Education for Virginia recommends additional Virginia Tuition Assistance Grant program funding of \$9.7 million for FY2008 in order to attain an undergraduate and graduate maximum annual award of \$3,500.

College Scholarship Assistance Program (CSAP)

BE IT RESOLVED that the State Council of Higher Education for Virginia recommends additional College Scholarship Assistance Program funding of \$4.4 million for FY2008 in order to provide state need-based aid that is specifically targeted to meet the needs of Virginia's most financially at-risk students. Council directs staff to develop FY2008 institution allocation recommendations for Council consideration for the allocation of new program funding.

Support for Boards of Visitors (BOV) Training

BE IT RESOLVED that the State Council of Higher Education for Virginia recommends that an additional \$20,000 be appropriated in 2007-08 from the General Fund to support Boards of Visitors training activities.

Mr. Clement informed the Council that the Resources Committee also had discussions on other budget-related items that will be brought to the Committee for final approval in October.

REPORT FROM ACADEMIC AFFAIRS COMMITTEE

Ms. Milliken provided information about each of the items approved by the Academic Affairs Committee, and the following resolutions were unanimously approved by the Council:

Programs and Public Institutions

BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to George Mason University to initiate a Bachelor of Arts (B.A.) degree program in Film and Video Studies (CIP: 50.0602), effective fall 2007.

BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to James Madison University to initiate a Doctor of Musical Arts (D.M.A.) degree program in Performance, Pedagogy, Literature (CIP: 50.0912), effective fall 2007.

BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to Norfolk State University to initiate a Doctor of Philosophy (Ph.D.) degree in Materials Science and Engineering (CIP: 14.3101), effective fall 2007.

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 in Criminology and Criminal Justice (CIP: 45.0104), effective fall 2007.

BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to University of Mary Washington to initiate a Master of Science (M.S.) degree program in Management Information Systems (CIP: 52.1201), effective spring 2007.

BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to Virginia Commonwealth University to initiate a Master of Science (M.S.) degree program in Medical Physics (CIP: 40.0899), effective spring 2007.

BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to J. Sargeant Reynolds Community College to initiate an Associate of Applied Science (A.A.S.) degree program in American Sign Language-English Interpretation (CIP 16.1603), effective spring 2007.

Support for an Office of Learning Technology

BE IT RESOLVED that the State Council of Higher Education for Virginia recommends that an additional \$600,000 be appropriated in 2007-08 from the general fund to create and support the Office of Learning Technology.

Program approval process

The Committee approved delegation of authority to staff to approve applied degree programs (AAA and AAS) for the community colleges. This request was made due to the fact that these programs are developed on a timeline that does not always match the Council's meeting schedule. The following resolution was unanimously approved by the Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia hereby delegates to its staff the authority to approve proposals from the Virginia Community College System for Associate of Applied Arts (A.A.A.) and Associate of Applied Science (A.A.S.) degree programs, when such programs will require no additional state resources or have already been allocated additional state resources.

Ms. Milliken also reported that the Committee received an update from the Learning Assessment Task Force. The Committee reaffirmed its charge to the Task Force and indicated to them that the Committee is counting on at least two, preferably three competencies to begin in the next cycle starting in fall 2007. The Task Force was invited to come back in October to further discuss the timeline. She reiterated the Committee's commitment to keep Virginia on the cutting edge with regard to its leadership role in assessment.

Full-time GEAR UP regional manager position

The following resolution was unanimously approved by the full Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia recommends that one full-time position and \$97,500 in non-general funds be allocated to the agency to support GEAR UP grant work in Southwest Virginia in FY08.

REPORT FROM OUTREACH COMMITTEE

Dr. Elrod reported that the Outreach Committee discussed the upcoming Outstanding Faculty Awards (OFA). Nominations are due to SCHEV by October 6. All members were encouraged to participate in the review process. The OFA

reception and dinner will be held on February 8, 2007 and will again be held at the Library of Virginia and sponsored by Dominion.

The Committee also discussed two additional upcoming 50th anniversary events. These include an event on October 26 to highlight service learning at Washington & Lee University (the Shepherd Poverty program). It is hoped that Senator John Warner will attend. The second event is a seminar on computational science to be held at George Mason University on December 4.

Dr. Elrod also indicated that the Committee discussed the suggestion of liaison visits to campuses. After discussing the matter with staff and others, Dr. Elrod said it was decided that this additional workload could not be handled at this time. However, if Rectors wish to invite Council members to attend their board meeting, this can be done. A member of the SCHEV staff would attend with the Council member.

EXECUTIVE SESSION

Mr. Wurtzel announced that in accordance with §2.2-3711 (A) (1) of the Code of Virginia, the State Council of Higher Education for Virginia would convene in executive session at 1:15 p.m. to discuss performance and personnel matters related to the Executive Director, and recruitment for the position of Director of Academic Affairs.

The Council reconvened from the executive session at 2:15 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 7-0 and is attached.

As a result of discussions in the executive session, the following resolution was unanimously approved by the Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia, pursuant to the 2006 Virginia Acts of Assembly § 4-6.01, and after consideration of additional income from outside sources, including, but not limited to, service on boards of directors or other such services, approves a salary increase for SCHEV Executive Director Daniel LaVista to the maximum amount allowable in the Level I salary range included in Item 4-6.01 6.b. for the period July 1, 2006 to June 30, 2007; and further grants SCHEV Executive Director Daniel LaVista a 10% bonus for the time period from July 1, 2006 to June 30, 2007.

The meeting was adjourned at 2:20 p.m.

Alan L. Wurtzel
Chairman

Lee Ann Rung
Council Secretary

**Items Delegated to Director/Staff
Reported to Council
September 12, 2006**

Pursuant to the Council's request, the following items were approved as delegated to staff:

**Organizational Changes / Off-campus Instructional Sites
July – September 2006**

Institution	Change / Site	Effective Date
Virginia Commonwealth University	Creating three departments to align the organizational structure of the School of Arts in Qatar. Creating the Department of Communication arts; department of Kinetic Imaging; and, Department of Graphic Design from the existing Department of Communication Arts and Design. The three departments will replace the Department of Communication Arts and Design.	Fall 2006
Radford University	Creating two departments - the Department of Management and the Department of Marketing to enhance the curriculum development process and provide an opportunity for focused strategic planning. The two departments will replace the Department of Management and Marketing.	Fall 2006

RESOLUTION NO. 42
MEETING DATE: September 12, 2006

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: 7 (Ashby, Clement, Dragas, Elrod, Lewis, Milliken, Wurtzel)

NAYS: 0

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