

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA
ACADEMIC AFFAIRS COMMITTEE
MARCH 18, 2013
MINUTES**

Mr. Julious Smith called the meeting to order at 3:34 p.m. in the Lancaster Hall, Stallard Board Room, on the campus of Longwood University, Farmville, VA.

Committee members present: Gilbert Bland, Julious Smith (acting chair) and Johanna Chase.

Committee members absent: Joann DiGennaro, Mary Haddad and Gene Lockhart.

Staff members present: Joseph DeFilippo, Sandra Freeman, Kirsten Nelson and Sylvia Rosa-Casanova.

APPROVAL OF MINUTES

On motion by Mr. Smith and seconded by Ms. Chase, minutes from the January 14, 2013, meeting were approved unanimously.

LIAISON REPORT

Dr. DeFilippo gave the liaison report, as follows:

The Digital Learning Resources One-Day Conference scheduled for March 7, 2013 at the University of Mary Washington was postponed due to inclement weather. Staff is working on rescheduling, likely in early fall.

The POPE Director search is ongoing, interviews have been scheduled and a decision will be reported to Council at the next meeting in May.

Distance Education Activities.

- In 2011, the US Department of Education proposed changes that would affect schools participating in federal Title IV (financial aid) programs that offer classes via distance education. The major component of the proposed change requires institutions to have authorization from every state into which they are offering distance. SCHEV has been participating in discussions with national and regional groups (SHEEO, SREB, and the President's Forum) to assess the feasibility of a state authorization reciprocity system. Upcoming meetings will be held in Indianapolis on April 16-17 (SHEEO) and in Atlanta on April 30-May 1 (SREB). Locally, SCHEV has convened a Virginia task force made up of representatives

from the public and private institutions to assist in developing legislation and guidelines for Virginia's participation in national and/or regional reciprocity agreements.

- SCHEV staff has identified a need for greater clarity to guide the approval of online institutions seeking certification to operate in Virginia. Staff will propose the development of a guidance document specifying criteria for physical presence and quality assurance to ensure the integrity of Virginia Code is preserved. Ms. Rosa-Casanova will address this topic later when presenting the POPE Annual Report.

ACTION ON PROGRAMS AT PUBLIC INSTITUTIONS

Ms. Robin Parker and Mr. Larry Tan were in attendance from George Mason University. Dr. DeFilippo provided a summary of the proposed M.S. in Biostatistics.

Mr. Smith asked for clarification on Council's productivity/viability standards. Dr. DeFilippo explained briefly that the productivity/viability standards are based on student-faculty ratios used in the Base Adequacy policy, and are specific to degree program discipline and level. Dr. DeFilippo agreed to give a more detailed presentation on the SCHEV productivity/viability policy at the next Academic Affairs Committee meeting.

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

BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to George Mason University to initiate a Master of Science (M.S.) degree program in Biostatistics (CIP: 26.1102), effective fall 2013.

ACTION ON PRIVATE AND OUT-OF-STATE POST-SECONDARY EDUCATION INSTITUTIONAL CERTIFICATIONS

Dr. DeFilippo provided a summary of information regarding the proposed application from Dental Assisting Institute of Virginia to be certified to operate in Virginia.

Mr. Bland asked if Council approves mission statements from POPE institutions. Dr. DeFilippo explained that for POPE institutions, beyond a review for basic appropriateness and grammar, SCHEV simply quotes the mission statement provided by the applying school.

On motion by Ms. Chase and seconded by Mr. Smith, the following resolution was approved unanimously to be forwarded to the full Council.

BE IT RESOLVED that the State Council of Higher Education for Virginia certifies Dental Assisting Institute of Virginia to operate a postsecondary institution in the Commonwealth of Virginia, effective March 18, 2013.

Dr. Scott Schatz from Appalachian College of Optometry was present. Dr. DeFilippo provided a summary of the agenda item, which proposes provisional certification for Appalachian College of Optometry.

Mr. Smith pointed out that the resolution omitted the requirement that the institution's provisional certification shall lapse if it does not satisfy condition # 5 in addition to # 4 as outlined in the resolution.

A corrective amendment was made to Item #6, which now reads as follows:

6. that Appalachian College of Optometry's provisional certification shall lapse if the school does not satisfy conditions # 4 and # 5 by March 31, 2014. In the event of such lapse, the school may reapply for certification.

A corrective amendment was made to the final resolved clause, which now reads as follows:

BE IT FURTHER RESOLVED that Council delegates to the Executive Director authority to confer full certification on Appalachian College of Optometry upon the school's successful completion of the site visit and submission of the required surety instrument.

On motion by Mr. Bland and seconded by Ms. Chase, the following revised resolution was approved unanimously to be forwarded to the full Council:

BE IT RESOLVED that the State Council of Higher Education for Virginia provisionally certifies Appalachian College of Optometry to operate a postsecondary institution in the Commonwealth of Virginia, effective immediately and for a period of one (1) year, in accordance with the conditions enumerated below:

- 1. that, during the period of provisional certification, Appalachian College of Optometry shall be allowed to advertise and receive student applications, but not actually enroll or instruct students.**
- 2. that, during the period of provisional certification, Appalachian College of Optometry may not collect tuition from prospective students, though it may collect initial non-refundable fees of no more than \$100, as per 8 VAC 40-31-160 (N) (2) of the *Virginia Administrative Code*.**
- 3. that, during the period of provisional certification, all publicity, advertisement, and promotional material must include a statement that the school is provisionally certified to operate in Virginia by SCHEV.**

4. that, prior to the expiration of the period of provisional certification (March 31, 2014), Appalachian College of Optometry shall satisfy a site visit conducted by SCHEV staff demonstrating that the facility conforms to all federal, state and local building codes and that it is equipped with classrooms, instructional and resource facilities, and laboratories adequate for the size of the faculty and student body and adequate to support the educational program to be offered by the school.
5. that prior to the expiration of the period of provisional certification, Appalachian College of Optometry will submit a surety instrument which is adequate to provide refunds to students for the unearned non-Title IV portion of tuition and fees for any given enrollment period in the event of the school closure.
6. that Appalachian College of Optometry's provisional certification shall lapse if the school does not satisfy conditions #4 and #5 by March 31, 2014. In the event of such lapse, the school may reapply for certification.

BE IT FURTHER RESOLVED that Council delegates to the Executive Director authority to confer full certification on Appalachian College of Optometry upon the school's successful completion of the site visit and submission of the required surety instrument.

ACTION ON GUIDELINES ON COURSE REGISTRATION POLICIES FOR MILITARY-RELATED STUDENTS AT VIRGINIA PUBLIC HIGHER EDUCATION INSTITUTIONS

Dr. DeFilippo provided a summary of the policy under consideration, which was mandated by Virginia Code §23-9.2:3.7 C, as established by the 2012 General Assembly. The policy under consideration is a good example of SCHEV serving as an objective intermediary on a policy matter at the behest of the General Assembly. The policy has been developed in collaboration with Council's Military Education Advisory Committee, and reviewed with IPAC and GPAC.

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

BE IT RESOLVED that the State Council of Higher Education for Virginia approves the *Guidelines on Course Registration Policies for Military-Related Students at Virginia Public Higher Education Institutions*, and that staff is authorized to promulgate the Guidelines immediately.

ANNUAL REPORT FROM THE OFFICE OF PRIVATE AND OUT-OF-STATE POSTSECONDARY EDUCATION (POPE)

Ms. Rosa-Casanova provided an overview of the 2012 POPE Annual Report. Council asked why the report reflected a large number of school closures in 2012. Ms. Rosa-Casanova explained that a number of institutions consolidated many of their instructional sites in 2012 while still maintaining a presence in Virginia. Examples of this include St. Leo University and the University of Phoenix.

Council also asked about student complaints. Ms. Rosa-Casanova explained that POPE has always had an obligation to handle student complaints from certified institutions. POPE receives complaints via a separate phone line set up for that purpose, by mail, via an on-line process, or by phone. However, to initiate an investigation of a certified school, complaints must be in writing. Since 2011, federal regulations require a state agency to appropriately handle student complaints from all authorized institutions. The change in federal regulations has increased the number of complaints SCHEV receives.

Ms. Rosa-Casanova advised the Committee that staff proposes to place a temporary moratorium on the certification of online institutions, pending development of a guidance document, which would be presented for Council's approval at a future meeting this year. This envisioned guidance document would seek to protect the integrity of Virginia code and regulation, preserve quality standards, and protect the integrity of the Virginia Student Tuition Guaranty Fund. The Committee endorsed Ms. Rosa-Casanova's proposal by consensus.

Mr. Smith adjourned the meeting at 4:45pm.

Julious Smith
Acting Chair, Academic Affairs Committee

Sandra Freeman
Administrative Assistant

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA
COUNCIL DISCUSSION
MARCH 18, 2013
MINUTES**

Mr. Bland called the meeting to order at 2:15 p.m. in the Stallard Board Room, Lancaster Hall, Longwood University, Farmville, Virginia. Council members present: Gilbert Bland, Johanna Chase, Whittington Clement, Stephen Haner, G. Gilmer Minor, Julious Smith, and Katharine Webb

Council members absent: Joann DiGennaro, Mary Haddad, Gene Lockhart, and Gary Nakamoto

Staff members present: Jim Alessio, Peter Blake, Joe DeFilippo, Alan Edwards, Dan Hix, Tod Massa, Kirsten Nelson, and Lee Ann Rung

WELCOME

Mr. Bland introduced Interim President Marge Connelly who welcomed the Council to Longwood. She thanked the members for visiting the campus and indicated that she would provide an update at the March 19 meeting.

ASSESSMENT OF SCHEV ROLES AND RESPONSIBILITIES

Mr. Bland reminded members that the intent of the meeting was to get input from Council members in preparation for an anticipated directive from the Governor for SCHEV to do an internal assessment, to align with TJ21 goals, and to deal effectively with the future items of importance to higher education.

Mr. Bland asked Mr. Blake to provide an update on items from the legislative session, and Mr. Blake reviewed the language in the legislation related to SCHEV. Mr. Bland reminded members of the meetings that he and Council Vice Chair, Gil Minor, have attended over the last several months with various constituents to discuss higher education.

Mr. Bland asked Mr. Minor to provide his views on the meetings that occurred before the legislation was passed by the Governor and General Assembly. Mr. Minor indicated that there were many productive conversations that included legislators, business leaders, and others. Mr. Bland suggested that members consider what the Council is doing today, what the Council should do more of, and what the Council can do to make its role more effective and efficient. Mr. Minor said that the new legislation that includes adding two new members (one representing K12 and one representing economic development) will broaden the Council's outreach.

Mr. Bland said that the Council should present a report to the Secretary of Education and the Governor in the fall that shows that it has been collaborative among all stakeholders. Mr. Smith agreed to coordinate the meetings that will take place as the Council moves forward.

Mr. Blake distributed a document entitled "Review of the Council's Essential Functions," which included some actions that are already in development.

Mr. Clement expressed concern that more statutory duties have been added to SCHEV without any additional resources. Mr. Blake indicated that all of the SCHEV duties need to be reviewed as part of the internal review process.

Mr. Smith will present an update on the review process at the May meeting. He reminded members that as SCHEV's duties increase so will each member's work, which emphasizes the importance of getting input from all Council members.

Ms. Webb asked if input should be sought from a variety of stakeholders first. Mr. Smith thought it was in the Council's best interest to have a draft document based on an internal assessment before requesting feedback from various constituents.

Mr. Clement expressed a concern that the Council may not have the necessary resources required to accomplish the duties once they have been developed.

Mr. Haner suggested that members review the latest strategic plan but also cautioned that it is not possible to develop one document that will be agreeable to all constituents.

Mr. Blake requested input from all members on any duties they feel could be deleted or changed. He also said he would provide members with a schedule of upcoming advisory committee meetings. Mr. Blake informed members that staff is also working collaboratively on forums such the distance learning conference (which was cancelled due to inclement weather earlier in the month).

Mr. Bland invited Robert Lambeth, President of the Council of Independent Colleges in Virginia, to provide his perspective. Mr. Lambeth expressed his appreciation for seeking input from the private institutions and suggested that the Council defer further discussion about the private institutions until it meets in May with the Private College Advisory Board. He said that in SCHEV's purpose statement in the *Code of Virginia*, there is reference to coordinating the system of higher education with no specific limits to public institutions only. Several members expressed a need for SCHEV to look at the big picture and avoid getting bogged down in minor issues.

The meeting adjourned at 3:20 p.m.

Katharine Webb
Council Secretary

Lee Ann Rung
Manager, Executive & Council Affairs

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA
COUNCIL MEETING
MARCH 19, 2013
MINUTES**

Mr. Bland called the meeting to order at 9:03 a.m. in the Stallard Board Room, Lancaster Hall, Longwood University, Farmville, Virginia. Council members present: Gilbert Bland, Johanna Chase, Whittington Clement, Stephen Haner, G. Gilmer Minor, Julious Smith, and Katharine Webb.

Council member absent: Joann DiGennaro, Mary Haddad, Gene Lockhart, and Gary Nakamoto

Staff members present: Jim Alessio, Peter Blake, Joseph DeFilippo, Alan Edwards, Sandra Freeman, Dan Hix, Tod Massa, Kirsten Nelson, Sylvia Rosa-Casanova, and Lee Ann Rung. Noelle Shaw-Bell from the Office of the Attorney General was also in attendance.

PUBLIC COMMENT

No requests for public comment were received in advance of the meeting.

APPROVAL OF MINUTES

On a motion by Ms. Webb and seconded by Mr. Smith, the minutes from the January 15, 2013, meeting were approved unanimously.

REMARKS BY INTERIM PRESIDENT MARGE CONNELLY

President Connelly spoke about the history of Longwood and its unique challenges. Longwood University is the third oldest public institution in the Commonwealth, with 4800 students enrolled (4400 undergraduate; 70% residential). A distinction of the university is the relationship between its students and instructors, which can be attributed to the small class size and the high percentage of residential students.

President Connelly indicated that supporting this particular business model is financially challenging because of Longwood's relatively small student body and endowment; the number of students from modest-income families; and a modest state contribution (6th lowest in the state). She stressed the positive economic and social impact that the university contributes to the community. Ms. Connelly reviewed Longwood's strategic priorities and explained the collaborative efforts that are underway.

DIRECTOR'S REPORT

Mr. Blake distributed a copy of his report as well as the progress being made on the list of SCHEV priorities that was developed at the Council's planning session in 2012. The following items from the report were highlighted:

SCHEV budget for 2013-14: He provided an update on items the SCHEV budget items approved by the General Assembly and reported that the Governor is reviewing the budget and will offer amendments at the April 3 reconvened session.

Outstanding Faculty Awards. The 27th annual Outstanding Faculty Awards ceremony was held February 12 at the Jefferson Hotel, in Richmond. Earlier in the day, the 12 recipients were honored on the floor of the Virginia Senate. The Council recognized Stanley Harrison, a former Council member who conceived the award.

Mellon Foundation: SCHEV staff met recently with researchers working with the Mellon Foundation on a potential project focusing on the impact on student outcomes of state and institutional funding and enrollment decisions.

School Safety Task Force: The Governor's School Safety Task Force completed its initial work January 31. Most of the recommendations centered on K-12 schools rather than on colleges and universities. A final report is due in June.

Digital learning resources conference. A significant winter storm forced the postponement of this conference. Sponsored by the Secretary of Education, SCHEV and the Virginia Community College System, the program will showcase practices at Virginia institutions and identify new innovations for promotion and policy emphasis and will be rescheduled later this year.

JLARC. Staff of the Joint Legislative Audit and Review Commission continues its two-year study of higher education (HJ 103, 2012 General Assembly). SCHEV staff recently met with JLARC staff to discuss auxiliary enterprise programs, funding models, academic program approval, faculty salary calculations, and faculty workload surveys.

Taiwan. Mr. Blake reported that he is scheduled to travel to Taipei to meet with officials from the Taiwan Ministry of Education, the National Science Council, the National Taiwan University, and others. One outcome of the visit will be a memorandum of agreement (MOA) between Virginia and the Taiwan Ministry of Education to promote educational and academic activities. He distributed a draft copy of the MOA.

BRIEFINGS AND DISCUSSION

Update on General Assembly Budget Actions

Mr. Hix distributed a revised copy of the chart on page 18 of the agenda book and explained the final actions that resulted from the budget conference committee.

Overall, there was very positive support for higher education during this short legislative session. Mr. Hix answered questions from members.

Summary of 2013 General Assembly Session

Ms. Nelson discussed the bills passed during the session and answered questions from members. Ms. Webb reminded the Council to be mindful of the financial impact that tuition waivers have on in-state tuition. Mr. Haner felt it would be useful to demonstrate the amount of revenue that could be diverted from the General Fund as a result of certain legislation dealing with in-state and out-of-state students. It was suggested that this could be a future discussion item for the Council's TJ21 Task Force.

Update on Memorandum of Understanding with the Virginia Economic Development Partnership (VEDP)

Mr. Blake introduced Mr. Martin Briley, President and CEO of VEDP, and informed members that as a result of HB2311, Mr. Briley will become a member of the Council, effective July 1, 2013. Mr. Briley presented information about the VEDP, which is a political subdivision established 15 years ago. He discussed Virginia's economic development strategies and provided information about the federal government's impact on Virginia's economy. Mr. Briley indicated that while Virginia enjoys great support from the Governor and General Assembly, the economic climate is extremely competitive among all states and countries. He expressed the need to think differently as we move forward. As a start in this new direction, a Memorandum of Understanding has been signed by all public college presidents and the Virginia Community College System to collaborate and undertake initiatives to market Virginia to businesses that will create jobs. Ms. Liz Povar from VEDP distributed information about the higher education partnership strategy which involves identifying and reaching out to as many groups as possible. Mr. Bland suggested that it might be useful for VEDP to request a list of former alumni from the Boards of Visitors from each institution. Sheri McGuire from the University Based Economic Development (UBED) office was present and distributed a list of UBED contacts from each institution.

BREAK

The chair called for a break at 11:00 a.m. The meeting resumed at 11: 15 a.m.

REPORT FROM ACADEMIC AFFAIRS COMMITTEE

Action on Programs at Public Institutions

Mr. Smith chaired the Academic Affairs Committee in Ms. Haddad's absence and provided a brief report of the Committee actions. He introduced institutional representatives and moved the following resolution from the Committee, which was seconded by Mr. Minor and approved unanimously:

BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to George Mason University to initiate a Master of Science (M.S.) degree program in Biostatistics (CIP: 26.1102), effective fall 2013.

Action on Private and Out-of-State Post-secondary Education (POPE) Institutional Certifications

The following resolution from the Committee was seconded by Mr. Haner and approved unanimously:

BE IT RESOLVED that the State Council of Higher Education for Virginia certifies The Dental Assisting Institute of Virginia, Inc. to operate a postsecondary institution in the Commonwealth of Virginia, effective March 19, 2013.

Action on Provisional Certification of Appalachian College of Optometry

Dr. DeFilippo explained the provisional certification process and reported that the Academic Affairs Committee approved an amendment to the resolution to provide more clarification. The following revised resolution from the Committee was seconded by Mr. Haner and approved unanimously:

BE IT RESOLVED that the State Council of Higher Education for Virginia provisionally certifies Appalachian College of Optometry to operate a postsecondary institution in the Commonwealth of Virginia, effective immediately and for a period of one (1) year, in accordance with the conditions enumerated below:

1. that, during the period of provisional certification, Appalachian College of Optometry shall be allowed to advertise and receive student applications, but not actually enroll or instruct students.
2. that, during the period of provisional certification, Appalachian College of Optometry may not collect tuition from prospective students, though it may collect initial non-refundable fees of no more than \$100, as per 8 VAC 40-31-160 (N) (2) of the *Virginia Administrative Code*.
3. that, during the period of provisional certification, all publicity, advertisement, and promotional material must include a statement that the school is provisionally certified to operate in Virginia by SCHEV.
4. that, prior to the expiration of the period of provisional certification (March 31, 2014), Appalachian College of Optometry shall satisfy a site visit conducted by SCHEV staff demonstrating that the facility conforms to all federal, state and local building codes and that it is equipped with classrooms, instructional and resource facilities, and laboratories adequate for the size of the faculty and student body

and adequate to support the educational program to be offered by the school.

5. that prior to the expiration of the period of provisional certification, Appalachian College of Optometry will submit a surety instrument which is adequate to provide refunds to students for the unearned non-Title IV portion of tuition and fees for any given enrollment period in the event of the school closure.
6. that Appalachian College of Optometry's provisional certification shall lapse if the school does not satisfy conditions #4 and #5 by March 31, 2014. In the event of such lapse, the school may reapply for certification.

BE IT FURTHER RESOLVED that Council delegates to the Executive Director authority to confer full certification on Appalachian College of Optometry upon the school's successful completion of the site visit and submission of the required surety instrument.

Action on Course Registration Policies for Military Related Students

The following resolution was seconded by Mr. Minor and approved unanimously:

BE IT RESOLVED that the State Council of Higher Education for Virginia approves the *Guidelines on Course Registration Policies for Military-Related Students at Virginia Public Higher Education Institutions*, and that staff is authorized to promulgate the Guidelines immediately.

Mr. Blake noted that the preparation of military guidelines is an example of the amount of staff time needed to deal with additional duties that result from new legislation. He estimated that staff spent approximately 100 or more hours to develop the guidelines. This should be noted as the Council begins to evaluate its roles and responsibilities.

Annual Report from the Office of Private and Out-of-State Postsecondary Education (POPE)

Mr. Smith reported that the Academic Affairs Committee received the POPE annual report and Ms. Rosa-Casanova answered questions from members. She was recognized for taking on additional duties in the POPE section over the last several months.

REPORT FROM TJ21 IMPLEMENTATION TASK FORCE

Update on the Enrollment Projection Process

Mr. Haner indicated that there were no action items from the Task Force but reported that staff provided a report on the enrollment projection process. The information collected from the institutions will be brought to the Council for discussion in May and for approval in the fall.

Update on the Six-Year Plan Process for 2013

Mr. Haner said Mr. Alessio reported on the process and indicated that the six-year plans will be done in conjunction with the enrollment projection process this year. He reminded members that the Boards of Visitors at each institution are the only formal approval required for six-year plans. However, the plans are reviewed by the OP6 group, which includes Mr. Blake, the Secretary of Education, the Secretary of Finance, the Department of Planning and Budget, and staff from the money committees.

Update on Student Financial Aid Reporting Study

Mr. Haner reminded members that Council made a recommendation last year on the ways in which institutions redirect a portion of tuition revenue for student financial aid. Two meetings have occurred with a small representative group of six institutions to work through the process and gain a better understanding of how institutions are handling this redirection of revenue. Mr. Haner stated that middle-income students and families could be adversely affected as tuition increases and financial aid funds are directed to low income students.

Update on Higher Education Advisory Committee

There have been no meetings of the advisory committee since the last meeting. Staff will continue to update Council when the committee meets again.

ITEMS DELEGATED TO STAFF

Mr. Blake noted the categories of recent actions taken by staff as delegated by the Council. As required, a copy of these actions is attached to the minutes.

NEW BUSINESS

Mr. Bland asked that staff prepare a discussion about sequestration for the May meeting.

Mr. Bland asked that the entire Council be involved in the strategic initiative of SCHEV's internal review and informed members that staff will send a copy of any communication with the Governor. He also asked that staff provide members with the calendar of upcoming advisory committee meetings. Mr. Bland indicated that Mr. Smith will be the Council liaison in convening meetings with various constituents related to the SCHEV internal review. Members were encouraged to communicate individually with Mr. Smith if they have suggestions for collaboration. If additional Council meetings are needed to discuss this matter, members will be contacted.

ADJOURNMENT

Mr. Blake reminded members that the next meeting is scheduled for May 20-21, 2013, at Marymount University. The annual meeting with private college presidents will be held on the afternoon of May 20.

The meeting was adjourned at 11:55 a.m.

Katharine Webb
Secretary

Lee Ann Rung
Manager for Executive and Council Affairs

Items Delegated to Director/Staff

Pursuant to the Code of Virginia, Section 23-9:6:1 and Council's "Policies and Procedures for Program Approval and Changes," the following items were reported:

Institution	Degree/Program/CIP	Effective Date
Norfolk State University	Discontinue the Master of Arts degree program in Applied Sociology (45.1101). [Program Approved: November 3, 1982].	Fall 2012
University of Virginia	Initiate Undergraduate Certificate program in Accounting (52.0301).	Fall 2012
University of Virginia	Initiate Graduate Certificate program in eMarketing (52.0208).	Fall 2012
University of Virginia	Initiate Undergraduate Certificate program in Human Resources Management (52.1001).	Fall 2012
University of Virginia	Initiate Graduate Certificate program in Information Security Management (11.1003).	Fall 2012
University of Virginia	Initiate Undergraduate Certificate program in Information Technology (11.0103).	Fall 2012
University of Virginia	Initiate Graduate Certificate program in Leadership (52.0213).	Fall 2012
University of Virginia	Initiate Graduate Certificate program in Leadership in Human Resources Management (52.1001).	Fall 2012
University of Virginia	Initiate Graduate Certificate program in Project Management (52.0211).	Fall 2012
University of Virginia	Initiate Graduate Certificate program in Public Administration (44.0401).	Fall 2012

University of Virginia	Initiate Graduate Certificate program in Technology Leadership (11.1099).	Fall 2012
Virginia Polytechnic Institute and State University	Discontinue the Doctor of Education and Doctor of Philosophy degree programs in Administration and Supervision of Special Education (13.0402). [Program Approved: 1976].	Fall 2012
Virginia Polytechnic Institute and State University	Discontinue the Education Specialist degree program in Administration and Supervision of Special Education (13.0402). [Program Approved: 1976].	Fall 2012
Virginia Polytechnic Institute and State University	Discontinue the Master of Science in Education degree program in Health and Physical Education (13.1314). [Program Approved: 1972].	Fall 2012
Virginia Polytechnic Institute and State University	Discontinue the Bachelor of Science degree program in Secondary Education (13.1205). [Program Approved: 1971].	Fall 2012

Pursuant to the Code of Virginia, Section 23-9:6:1 and Council's "Policies and Procedures for Internal and Off-Campus Organizational Changes," the following items were approved as delegated to staff:

Organizational Changes / Off-campus Instructional Sites

Institution	Change / Site	Effective Date
George Mason University	Rename the Department of Civil, Environmental and Infrastructure Engineering to the Sid and Reva Dewberry Department of Civil, Environmental and Infrastructure Engineering.	January 1, 2013
Virginia State University	Reorganize the Department of Agriculture and Human Ecology to create the Department of Agriculture , the Department of Family and Consumer Science , and the Department of Hospitality Management.	November 1, 2012
Virginia State University	Rename the School of Agriculture to the College of Agriculture.	November 1, 2012
Virginia State University	Rename the Department of Chemistry and Physics to the Department of Chemistry.	November 1, 2012
Virginia State University	Reorganize the School of Engineering, Science, and Technology to create the College	November 1, 2012

	<p>of Engineering and Technology and the College of Natural Health Sciences. Three departments will be located in the College of Engineering and Technology: Engineering Technology; Computer and Manufacturing Engineering; and Mathematics and Computer Science. Four departments will be located in the College of Natural and Health Sciences: Biology; Chemistry; Nursing; and Psychology.</p>	
<p>Virginia State University</p>	<p>Reorganize the School of Liberal Arts and Education to create the College of Education and the College of Humanities and Social Sciences. Five departments will be located in the College of Education: Administrative and Organizational Leadership Development; School and Community Counseling; Doctoral Studies; Teaching and Learning; and Health, Physical Education and Recreation. Eight academic departments will be located in the College of Humanities and Social Sciences: Music; Art and Design; Mass Communications; Sociology, Social Work and Criminal Justice; History and Philosophy; Political Science and Public Administration; Languages and Literature; and Military Science.</p>	<p>November 1, 2012</p>

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA
TJ21 IMPLEMENTATION TASK FORCE
MARCH 18, 2013
MINUTES**

Mr. Haner called the meeting to order at 3:30 p.m. in Room 223 Lancaster Hall, Longwood University, Farmville, Virginia. Council members present: Whittington Clement, Stephen Haner, G. Gilmer Minor, and Katharine Webb.

Council member absent: Gary Nakamoto

Staff members present: Jim Alessio, Peter Blake, Alan Edwards, Dan Hix, Tod Massa, and Lee Ann Rung. Noelle Shaw-Bell from the Office of the Attorney General was also in attendance.

APPROVAL OF MINUTES

On a motion by Mr. Minor and seconded by Mr. Clement, the minutes from the January 14, 2013, meeting were approved unanimously.

UPDATE ON THE ENROLLMENT PROJECTION PROCESS

Mr. Massa provided an update of the process and indicated that the first due date is April 1. He reported that information is available on the web to assist institutions as they work to improve their understanding of the process as well as the accuracy of their projections. He provided a link to the website and demonstrated the format that the institutions use when submitting data. The demonstration of student flow is useful to institutions to show how their admission decisions affect the projection process. Mr. Massa and his staff kept the same format that institutions have always used for the enrollment projection process, but tried to make it more useful.

Mr. Massa said the next step in the process was for staff to update the numbers based on actual submissions. A report will be provided at the May meeting.

Ms. Webb asked that staff provide members with a short summary that explains what the data mean and whether the state is on track to meet the 100,000 additional degrees. Mr. Massa explained that members will see initial data in May, then again in July, and will approve the projections at the September meeting. Mr. Minor asked how the Council will monitor the quality of online degrees and also mentioned that there are costs associated with the 100,000 additional degrees goal.

UPDATE ON SIX-YEAR PLAN PROCESS FOR 2013

Mr. Alessio provided background information and said the process has been enhanced by the TJ21 legislation. He reminded members that 2011 was the first year the plans were completed and all members of the OP6 group (comprised of representatives of six state agencies) participated with every institution in those meetings. He reported that institutions were pleased with the process and that it

was valuable for the OP6 members to hear directly from institutions. A meeting of the review group is scheduled for the week of March 25. After that meeting, forms will be distributed to the institutions with a submission deadline of July 1. Mr. Alessio reminded members that there is nothing in legislation that requires approval of the plans. Institutions are required to respond to questions about the plans, but are not required to change their plans once submitted. Meetings will be held in July and August with the institutions, and the Council will review the final plans in October. Mr. Alessio agreed to keep members informed as the process continues.

UPDATE ON TUITION AND STUDENT FINANCIAL AID REPORTING STUDY

Mr. Blake provided background information about the practice of public institutions dedicating some portion of tuition revenue for student financial aid. Mr. Hix spoke about the meetings that have taken place to date which have centered on the five parameters that the Council recommended in November 2012.

Two staff members from each of six institutions are involved in the process, along with staff from SCHEV, the Department of Planning and Budget, and the money committees. Institutions are interested in as much flexibility as possible in this process. There was some concern about accessibility for middle income students as tuition is raised and financial aid is made available to low income students. Mr. Hix said there is a wide variation among states on policies regarding tuition revenue and financial aid. He agreed to keep the Council apprised on the findings of the study group.

UPDATE ON HIGHER EDUCATION ADVISORY COMMITTEE

Mr. Blake indicated that this committee has not met since November 2012 but said he would distribute information when he receives it.

ADJOURNMENT

The meeting was adjourned at 4:40 p.m.

Stephen Haner
Chair

Lee Ann Rung
Manager for Executive and Council Affairs