

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA  
ACADEMIC AFFAIRS COMMITTEE  
SEPTEMBER 21, 2015  
MINUTES**

Mr. Gene Lockhart (Chair) called the meeting to order at 1:34 p.m. in Gateway Dining Event Center, Salon C, on the campus of Virginia State University in Petersburg, Virginia. Committee members present: Gene Lockhart (Chair), Carlyle Ramsey and Katie Webb. G. Gilmer Minor III (Council Chair) participated and committee member Bill Murray joined the meeting at 2:29 p.m.

Committee members absent: Martin Briley and Heywood Fralin.

Staff members present: Beverley Covington, Joseph G. DeFilippo, Darlene Derricott, Paula Fisher, Stacey Garnett, Erin McGrath, Monica Osei, Reshaud Rich and Sylvia Rosa-Casanova.

**APPROVAL OF MINUTES**

On motion by Dr. Ramsey and seconded by Ms. Webb, minutes from the July 20, 2015, meeting were approved unanimously.

**ACTION ON PROGRAMS AT PUBLIC INSTITUTIONS**

Master of Science (M.S.) in Business Analytics

In attendance from the College of William and Mary:

Dr. James Bradley, Hays T. Watkins Professor of Operations Management and Information Technology, William & Mary School of Business

Ms. Julie Hummel, Associate Director, Program Development, William & Mary Business School

Ms. Susan Grover, Vice Provost for Academic & Faculty Affairs

Dr. DeFilippo provided an overview of the proposed program and explained the documented need for data scientists and business analysts, projected student enrollments, and graduation rates. There was a brief discussion of the program's differentiation compared to those offered by George Mason University, Radford University and the University of Virginia. William and Mary representatives briefed members on the 5-year growth in data analytics and explained that the program would be focused on business applications and some health care; they also pointed out that the program will include short term internships with various business partners and that 11 new courses had been developed for the program. The committee commended the institution on developing such an innovative program and thanked them for their responses and attendance.

On motion by Dr. Ramsey and seconded by Ms. Webb, 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 the College of William and Mary in Virginia to initiate a Master of Science (M.S.) degree program in Business Analytics (CIP: 52.1301), effective fall 2016.**

### **DISCUSSION OF PROPOSED REVISIONS TO THE SCHEV PROGRAM APPROVAL POLICY**

Dr. DeFilippo indicated that this is a discussion item only—staff is seeking ideas and feedback from the committee before developing a final set of recommended revisions. The overall intent of the proposed revisions is to capture changes to programs that have gone beyond the original program approved by Council and to maintain the accuracy of SCHEV and institutional records. After reviewing each of the highlighted items including council duties, modified degree programs, limited authority and the two-year limitation on Board approvals, Dr. DeFilippo provided an in depth explanation of the program modification process and criteria.

After a brief discussion, members encouraged staff to seek institutional participation and feedback from chief academic officers, and offered recommendations: align final recommendations to SCHEV's strategic plan in terms of quality and cost; find commonalities that are helpful to the institutions and SCHEV without placing an undue burden on either; and to "bracket" thresholds in D.2 and D.3 on page 8 in order to capture substance. Dr. Ramsey remarked that the revised policy should be very helpful in the Southern Association of Colleges and Schools Commission on Colleges' (SACSCOC) accreditation process. Dr. DeFilippo provided an overview of the process and timeline, which would likely involve consultation with institutions at IPAC meetings in October and November before presenting revisions for approval at the January Council meeting.

### **BRIEFING ON VIRGINIA SPACE GRANT CONSORTIUM**

Ms. Mary Sandy, Director of the Virginia Space Grant Consortium, presented background information on the consortium, partners, funding opportunities, and its' many educational program activities affiliated with the empowerment of students in STEM technology, aerospace, and workforce development. She responded to questions regarding longitudinal data on graduates who continued and received doctoral or post-doctoral degrees, the efficiency and cost effectiveness of its current budget, and the comparison and ranking of Virginia's program to similar programs nationally. Committee members thanked Ms. Sandy for her presentation and the good work and efforts of the consortium.

## **LIAISON REPORT**

Dr. DeFilippo explained that the liaison report is now included in the agenda book. It will remain a permanent agenda item so that council would have ample time to review it prior to the meeting. He briefed the members on items I to IV.

## **ADJOURNMENT**

Mr. Lockhart adjourned the meeting at 2:54 p.m.

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Gene Lockhart  
Chair, Academic Affairs Committee

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Darlene Derricott  
Staff, Academic Affairs

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA  
RESOURCES AND PLANNING COMMITTEE  
SEPTEMBER 21, 2015  
MINUTES**

Ms. Connelly called the meeting to order at 1:35 p.m. in Salon C, Gateway Dining Event Center, Virginia State University, Petersburg (Ettrick), Virginia. Committee members present: Gil Bland, Marge Connelly, Henry Light, and Minnis Ridenour.

**Gary Nakamoto participated by phone.**

Committee member absent: Pamela Moran.

Staff members present: Lee Andes, Peter Blake, Russ Carmichael, Alan Edwards, Dan Hix, Wendy Kang, Tod Massa, Lee Ann Rung, and Yan Zheng.

**APPROVAL OF MINUTES**

On a motion by Mr. Bland and seconded by Mr. Ridenour, the minutes from the July 20, 2015, meeting were approved unanimously.

**DISCUSSION OF ENROLLMENT PROJECTIONS AND DEGREE ESTIMATES**

Mr. Massa provided background on the process, which began in February. Technical adjustments are expected within the next few weeks. He reviewed overall enrollment growth since fall 2005 and updated degree estimates through 2022. Enrollment growth has been flat for the community colleges. He indicated that while degree estimates are not at the projected levels, actual awards were well above April projections. Mr. Massa reviewed data charts and explained the expectations and the reasons behind the projections. He reminded members that while it is possible that Virginia could fall short of achieving the goals of TJ21, the Virginia Community College System (VCCS) degree production has outpaced enrollment growth 2:1. He stressed that VCCS projections represent basic uncertainty of enrollment behavior rather than a lack of commitment. Mr. Massa answered questions from members, and Mr. Blake reminded the Committee of other ways in which the enrollment projections and degree estimates could have a potential impact in systemwide planning.

**DISCUSSION OF 2016-18 SYSTEMWIDE OPERATING BUDGET**

Mr. Blake reviewed the three components that were included in this item as stated on page RP29. Ms. Osterman from the Virtual Library of Virginia (VIVA), Mr. Lambeth from the Council of Independent Colleges in Virginia (CICV), and several private

college presidents spoke about particular items included in SCHEV's 2016-18 budget recommendations.

Mr. Lambeth introduced the private college presidents and distributed a report showing ways in which the private colleges can help Council achieve the goals of the *Virginia Plan for Higher Education*. David Olive, CICV chair, spoke passionately about the importance of the Tuition Assistance Grant (TAG) to private colleges and asked that the Council join them in partnership in increasing the Commonwealth's commitment to TAG. Claude Perkins, President of Virginia Union University, Nancy Gray, President of Hollins University, Bob Lindgren, President of Randolph Macon College also addressed the Committee and provided details about ways in which each of their institutions is providing access and opportunities to students, particularly underrepresented students.

Ms. Osterman informed the Committee about ways in which the Library of Virginia (VIVA) impact institutions across Virginia. VIVA is the consortium of the nonprofit academic libraries within the Commonwealth of Virginia that includes 39 public colleges and universities and 32 private institutions, as well as the Library of Virginia. They collaborate with institutions to license, select, and acquire e-books, e-journals, and other materials and find cost effective measures that create a level playing field for small institutions. She provided a handout that addressed the ways in which VIVA delivers value equitably, cooperatively, and cost-effectively. Ms. Osterman highlighted VIVA's funding history and explained the current budget request.

Due to time constraints, Mr. Blake suggested that the Committee defer discussion of budget priorities until the full Council meeting on September 22.

#### *Condition of Virginia Higher Education Funding*

Mr. Hix explained the erosion of funding since 1992 and conveyed the planning difficulties that SCHEV and the institutions experience when state funding is uncertain.

#### *Virginia Higher Education Opportunity Act/TJ21 Funding Model*

#### *SCHEV 2016-18 Budget Calculation Items*

### **DISCUSSION OF 2016-18 SYSTEMWIDE CAPITAL OUTLAY BUDGET**

#### *Maintenance Reserve*

#### *New Capital Outlay*

Mr. Hix briefly discussed the summary of major elements addressed on page RP75. He thanked his staff and reported that the Finance Advisory Committee (FAC) reviewed the items. Because the Governor has asked institutions to resubmit their capital priorities, the list could change before the final Council review in October. Mr.

Hix reviewed the table on page RP80 detailing the capital outlay recommendations listed by Fund and Priority Group.

**ADJOURNMENT**

The meeting adjourned at 3:00 p.m.

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Marge Connelly  
Committee Chair

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Lee Ann Rung  
Director, Executive & Board Affairs

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA  
COUNCIL MEETING  
SEPTEMBER 22, 2015  
MINUTES**

Mr. Minor called the meeting to order at 9:00 a.m. in Salon A, Gateway Dining Event Center, Virginia State University, Petersburg (Ettrick), Virginia. Council members present: Gilbert Bland, Marge Connelly, Henry Light, Gene Lockhart, G. Gilmer Minor, III, Pamela Moran, William Murray, Carlyle Ramsey, Minnis Ridenour, and Katie Webb.

**Gary Nakamoto participated by phone.**

Council member absent: Martin Briley and Heywood Fralin.

Staff members present: Peter Blake, Joseph DeFilippo, Alan Edwards, Paula Fisher, Dan Hix, Wendy Kang, Tod Massa, Erin McGrath, Jean Mottley, Kirsten Nelson, and Lee Ann Rung. Mike Melis and Al Wilson from the Office of the Attorney General were also present.

Mr. Minor read the FOIA information that was posted regarding Mr. Nakamoto's phone participation.

**PUBLIC COMMENT**

Mr. Minor reported that no requests for public comment were received in advance of the meeting.

**APPROVAL OF MINUTES**

On a motion by Mr. Bland and seconded by Dr. Murray, the minutes from the July 21, 2015, were approved unanimously (10-0). Dr. Moran was not present for the vote.

**REMARKS BY ACTING PRESIDENT PAMELA HAMMOND**

Mr. Minor read Dr. Hammond's bio and thanked her for hosting the Council and the presidents at the September 21 meeting.

Dr. Hammond informed members that Virginia State University (VSU) is fully accredited, even though the institution has been placed on warning with the Southern Association of Colleges and Schools Commission on Colleges (SACCO). She reported that the sanction could be lifted as early as December.

President Hammond talked about sustainability of the institution and expressed ways in which VSU has contributed to the Commonwealth and the nation over the last 133 years. She indicated that a spending freeze will continue but noted that the institution's finances have improved since the beginning of this year. Dr. Hammond provided information about VSU's stable enrollment and indicated that they have taken a conservative approach in their projections. She spoke about the freshman class and mentioned that the average SAT scores have increased from 825 to 891 over the last year; average high school GPA is up from 2.81 to 2.99; and 72% of freshmen who entered returned as sophomores. One of the three VSU priorities is to reclaim the VSU brand. She explained that VSU's six-year plan aligns with the *Virginia Plan for Higher Education*.

One initiative for student success that launched this year is named "Out in 4" which increases student advisement and counseling to keep students on track to complete their degree in four years. The emphasis of the "Out in 4" is to complete in four years for your family, your career, your wallet, and yourself.

President Hammond introduced four students (David Gharety, Kayla Pinson, Devin Lightner, and Cody Mitchell) who spoke about their individual experiences at VSU and expressed the ways in which VSU has made a difference in their lives.

President Hammond showed a video that addressed the reasons why students should choose VSU. She answered questions from members and Provost Weldon Hill addressed members' questions related to the agricultural program and recruitment of out-of-state and transfer students.

## **DIRECTOR'S REPORT**

Mr. Blake encouraged Council members to participate as a panel moderator or in some other role at the Boards of Visitors orientation on October 20-21. Members received a copy of the BOV agenda.

He briefly reviewed the items in the written report which was included in the agenda book.

Mr. Blake informed the Council that SCHEV's representative from the Office of the Attorney General, Mike Melis, has been reassigned to Virginia Commonwealth University (VCU). Members welcomed SCHEV's new representative, Al Wilson, and thanked Mr. Melis for his service.

## **BRIEFING ON GEAR UP VIRGINIA: REALIZING THE GOALS OF THE VIRGINIA PLAN FOR HIGHER EDUCATION**

Ms. Fisher and Ms. McGrath provided a recap of the GEAR UP grant which SCHEV was awarded one year ago. Ms. Fisher indicated that the first year is the foundation building year, but she reviewed the ways in which the grant will address the first two goals of the *Virginia Plan for Higher Education*. Staff will follow the students



awarded the GEAR UP grant from high school through the first year of college. Additionally, this grant includes homeless and unaccompanied youth as a priority population of students, which was not a component of the prior GEAR UP grant. The following GEAR UP staff was in attendance and introduced:

- Linda Staylor, Western Regional Manager
- Rich Reshaud, Southeastern Regional Manager
- Rebecca Lystash, North Central Regional Manager
- Stacey Garnett, Fiscal and Administrative Specialist

## **COMMITTEE REPORTS**

### **Academic Affairs Committee**

#### *Action on Programs at Public Institutions*

Mr. Lockhart asked Dr. DeFilippo to brief the members on only action item that the Committee approved unanimously. The following guests from the College of William & Mary were in attendance and introduced:

- Julie Y. Hummel, M.Ed., Associate Director, Program Development, Raymond A. Mason School of Business
- Susan Grover, Vice Provost for Academic and Faculty Affairs
- James Bradley, Hays T. Watkins Professor of Operations Management and Information Technology

The Committee's motion was seconded by Dr. Murray and the following resolution was approved unanimously:

**BE IT RESOLVED that the State Council of Higher Education for Virginia grants approval to the College of William and Mary in Virginia to initiate a Master of Science (M.S.) degree program in Business Analytics (CIP: 52.1301), effective fall 2016.**

Mr. Lockhart informed Council members that the Academic Affairs Committee is currently working on a policy to change the procedure used to approve academic programs. The policy will include a middle category that would address programs between a full program proposal and a technical change. The committee endorsed the general concept but urged staff to be mindful not to create additional work for the institutions and to collaborate with provosts. Dr. DeFilippo will brief provosts at the October Instructional Programs Advisory Committee (IPAC) meeting. The revised policy will be brought to the full Council in January or March. Mr. Lockhart indicated that the policy will ensure cost and quality while recognizing how programs develop and change. Mr. Bland expressed that this is the most improved process of the Academic Affairs Committee over the last few years.

The Committee also received a presentation from Mary Sandy, Program Director from the Virginia Space Grant Commission (VSGC)

### **ACTION ON INITIATIVES FOR THE VIRGINIA PLAN FOR HIGHER EDUCATION**

Mr. Blake reviewed the progress that has been made on the Plan to date. On a motion by Dr. Murray and seconded by Dr. Ramsey, the following resolution was approved unanimously (11-0):

**BE IT RESOLVED that the State Council of Higher Education for Virginia endorses the list of SCHEV led priority initiatives that resulted from its discussion on September 22, 2015.**

Mr. Minor said the discussion of the initiatives at the joint meeting with presidents on September 21 was productive. Members reviewed the revised list of six initiatives and each one volunteered to work on an initiative of their choice. Mr. Minor stressed the importance of adhering to FOIA requirements when engaging in any discussions regarding the initiatives.

Several members suggested that the private colleges also be included in the discussion. Mr. Minor said that members would continue to discuss the initiatives at future meetings, including the staffing that will be required. Mr. Ridenour suggested that the Council invite graduate students to assist with research and analysis.

### **Resources and Planning Committee**

Ms. Connelly reported that there were no action items on the Committee agenda. She informed the members that the Committee received a presentation from staff about enrollment projections and degree estimates, and she reviewed the chart on page RP7. Because the Council is required to approve budget recommendations in October, Ms. Connelly asked members to review the list of priorities and provide their preferences to her by October 2. She asked that members include short justification of the rationale for choosing their priorities and also send a copy of their preferences to Mr. Blake. She reiterated that it is a prioritization process.

Mr. Ridenour requested that staff provide a one page comparison between what is described in the Code of Virginia (within the Top Jobs Act, or TJ21) and potential Council recommendations. Mr. Blake agreed to send it to members.

### **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. Blake informed members that Ms. Nelson will be departing SCHEV after holding the position of Communications and Government Affairs Director for nine years. The Council joined him in thanking her for representing the Council and gaining the respect of legislators and college leaders during difficult times.

**ADJOURNMENT**

The meeting adjourned at 12:10 p.m.

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Marge Connelly  
Secretary

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Lee Ann Rung  
Director, Executive and Board 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 approved as delegated to staff:

#### Program Actions

Institution	Degree/Program/CIP	Effective Date
Virginia Commonwealth University	Change the title of the Post-Baccalaureate Certificate in Autism Spectrum Disorders to <b>Autism Spectrum Disorder</b> (13.1013)	Fall 2015
Virginia Commonwealth University	Change the title from a Doctor of Philosophy in Social and Behavioral Health to <b>Social and Behavioral Sciences</b> (51.2207)	Fall 2015

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
Central Virginia Community College	Initiate Certificate program in Welding Technology (48.0508) [Conferral: Summer 2016]	Fall 2015
Southwest Virginia Community College	Initiate Certificate program in Substance Abuse Counselor (51.1501) [Conferral: Spring 2016]	Fall 2015
University of Virginia	Initiate Undergraduate Certificate program in Federal Acquisition (52.0202) [Conferral: Fall 2016]	Fall 2015
Virginia Commonwealth University	Initiate a Post-Baccalaureate Certificate program in Advanced Media Production Technology (10.0304) [Conferral: Spring 2016]	Fall 2015
Virginia Commonwealth University	Initiate Graduate Certificate program in Medical Physics (40.0899) [Conferral: Spring 2016]	Fall 2015
Virginia Commonwealth University	Discontinue the Post-Baccalaureate Certificate program in Planning Information Systems (11.9999)	Fall 2015
Virginia Commonwealth University	Discontinue the Post-Baccalaureate Certificate program in Transportation Planning and Analytics (49.9999)	Fall 2015
Virginia State University	<b>Record Correction:</b> Initiate Undergraduate Certificate program in Wireless Technology (15.0399). The certificate was recorded	Fall 2014

<b>Institution</b>	<b>Degree/Program/CIP</b>	<b>Effective Date</b>
	initially as a graduate certificate. [Conferral: Fall 2014]	

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**

<b>Institution</b>	<b>Change / Site</b>	<b>Effective Date</b>
George Mason University	Establish a new off-campus instructional site at 1500 Remount Road, Front Royal, Virginia, 22630.	November 1, 2015
Virginia Commonwealth University	Establish a new off-campus instructional site at In Your Ear Studios, 1813 East Broad Street, Richmond, Virginia, 23220.	September 1, 2015

Pursuant to the Code of Virginia, Section 23-9.14:3 and Council's "*Commonwealth of Virginia Policy on the Reciprocal Authorization of Distance Education and Related Activities*," the following items were approved as delegated to staff:

**Virginia Institutions Approved to Participate in the National Council for State Authorization Reciprocity Agreements (NC-SARA)**

<b>Institution</b>	<b>Effective Date</b>
Eastern Mennonite University	July 20, 2015
Lynchburg College	July 20, 2015
Virginia Union University	July 20, 2015

Pursuant to the Code of Virginia, Section 23-9.14:3 and section 8VAC-40-31-90(B) of the Virginia Administrative Code, the following items were approved as delegated to staff:

**Postsecondary, Non-Degree Institutions Certified to Operate in the Commonwealth of Virginia**

<b>Institution</b>	<b>Location</b>	<b>Effective Date</b>
Central School of Practical Nursing	Norfolk, VA	June 30, 2015
Healing Hands Health School	Woodbridge, VA	June 30, 2015
Henrico County-Saint Mary's Hospital School of Practical Nursing	Henrico, VA	June 30, 2015
Institute of Advanced Medical Esthetics	Henrico, VA	June 23, 2015
Virginia Beach School of Practical Nursing	Virginia Beach, VA	June 30, 2015
Washington County Adult Skill Center	Abingdon, VA	June 30, 2015