

## **MINUTES**

### **HIGHER EDUCATION POLICY COMMISSION**

**August 9, 2013**

#### **1. Call to Order**

Chairman Bruce Berry convened a meeting of the Higher Education Policy Commission at 9:30 AM in Stonewall Ballroom II at Stonewall Resort, 940 Resort Drive, Roanoke, West Virginia, and by conference call. The following Commission members were present: Jenny Allen, Bruce Berry, Kathy Eddy, John Estep, Kay Goodwin, John Leon, David Hendrickson, and David Tyson. Absent: Bob Brown, and James Phares.

#### **2. Approval of Minutes**

Mr. Tyson moved to approve the minutes of the meetings held on April 17, 2013 and April 26, 2013. Ms. Eddy seconded the motion. Motion passed.

Ms. Allen moved to approve the amended minutes of the meeting held on June 25, 2013. Mr. Estep seconded the motion. Motion passed.

Ms. Allen moved to extend the deadline for institutions to submit campus master plans from December 31, 2013 to December 31, 2014 for formal consideration by the Commission in early 2015. Chairman Berry stated that the Chancellor will assist institutions in these planning efforts. Ms. Eddy seconded the motion. Motion passed.

#### **3. Chairman's Report**

Chairman Berry welcomed Commission and audience members to the meeting, and thanked Mr. Hendrickson and Mr. Tyson for their guidance as previous chairs. He stated that the Commission has responsibility to provide an affordable education for West Virginia's students, who are the state's finest natural resource, serve as a representative for institutions, and carry out policies and rules. Chairman Berry introduced Chancellor Hill for the Chancellor's report.

#### **4. Chancellor's Report**

Chancellor Paul Hill introduced Marcus Constantino, a Marshall University journalism student who participated in a study abroad trip to China supported by the Commission. Mr. Constantino provided an overview of his experiences.

Chancellor Hill then recognized Dr. Charlie Chen, Professor of Biology at Alderson-Broadus College, who was featured on the cover of the Neuron, West

Virginia's quarterly journal of science and research.

Chancellor Hill also introduced new staff members Clark Egnor and Jessica Tice.

## **5. Interim Reports from Constituent Groups**

Chairman Berry introduced Dr. Roy Nutter from West Virginia University, who provided an update on behalf of the Advisory Council of Faculty. Items discussed included budget reductions and Senate Bill 330, comprehensive human resources legislation passed by the West Virginia Legislature in 2011.

Chairman Berry then introduced Ms. Amy Pitzer from Concord University, who provided an update on behalf of the Advisory Council of Classified Employees. Ms. Pitzer reviewed the Council's 2013 Leadership Conference and implementation of Senate Bill 330.

## **6. Assessment**

### **A. Report on Master's Degree Programs**

Dr. Mark Stotler, Director of Academic Programming, presented a report on master's degree programs.

### **B. Report on Productivity Review**

Dr. Stotler provided a report on productivity review. He reported that in 2009, the first productivity audit was performed. At that time, 27 programs were placed on probation. Since being placed on probation, 11 have been terminated by institutional action. The remaining 16 programs have been subject to a second audit, and 9 still fall short of meeting at least one of the two standards and, according to policy, should be recommended for termination.

Secretary Goodwin commented that if institutions are concerned about budgets, these are areas that might need review.

Ms. Allen moved approval of the following resolution:

*Resolved*, That the West Virginia Higher Education Policy Commission recommends the termination of nine programs that fail to meet the productivity standards as provided in Series 10, Policy Regarding Program Review.

*Further Resolved*, That this recommendation be forwarded to the appropriate institutional governing boards for final action.

Secretary Goodwin seconded the motion. Motion passed.

### **C. Approval of Low-Productivity Review Programs Audit**

Dr. Stotler presented an overview of the Low-Productivity Review Programs Audit. Based on information collected, Dr. Stotler stated 18 academic degree programs were identified as not meeting productivity standards; of those, staff recommends probationary status for 15 programs.

Ms. Eddy moved approval of the following resolution:

*Resolved*, That the West Virginia Higher Education Policy Commission recommends to the respective institutional governing boards that the designated low-productivity programs be placed on probationary status in accordance with Series 10, Policy Regarding Program Review.

Ms. Allen seconded the motion. Motion passed.

### **D. Approval of Multi-Categorical Special Education Specialization within the Master of Arts in Curriculum and Instruction at Shepherd University**

Dr. Kathy Butler, Vice Chancellor for Academic Affairs, provided an overview of a proposed teaching specialization for implementation in fall 2013 at Shepherd University.

Ms. Allen moved approval of the following resolution:

*Resolved*, That the West Virginia Higher Education Policy Commission approves the Multi-Categorical Special Education Specialization within the Master of Arts in Curriculum and Instruction at Shepherd University, effective August 2013. This approval expires in August 2015 if the program is not fully implemented at that time.

Ms. Eddy seconded the motion. Motion passed.

### **E. Approval of Bachelor of Arts in Community Education at West Liberty University**

Dr. Butler provided an overview of West Liberty University's proposed Bachelor of Arts in Community Education.

Dr. Leon asked about employment opportunities available in this field. Dr. Butler outlined career opportunities to serve community/non-formal education needs, such as summer camp directors and non-profit administrators.

Ms. Allen moved approval of the following resolution:

*Resolved*, That the West Virginia Higher Education Policy Commission approves

the Bachelor of Arts in Community Education at West Liberty University, effective August 2013. This approval expires in August 2015 if the program is not fully implemented at that time.

Dr. Leon seconded the motion. Motion passed.

#### **F. Approval of Bachelor of Science in Creative Arts Therapy at West Liberty University**

Dr. Butler presented an overview of West Liberty University's proposed Bachelor of Science in Creative Arts Therapy, which blends core creative arts therapy courses with art and psychology.

Mr. Tyson moved approval of the following resolution:

*Resolved*, That the West Virginia Higher Education Policy Commission approves the Bachelor of Science in Creative Arts Therapy at West Liberty University. This approval expires in August 2015 if the program is not fully implemented at that time.

Ms. Allen seconded the motion. Motion passed.

#### **G. Approval of Ten-Year Campus Master Plan for Shepherd University**

Mr. Rich Donovan, Senior Director of Facilities, presented an overview of Shepherd University's Ten-Year Campus Master Plan. A brief presentation of the highlights of the Campus Master Plan was provided by Rick Staisloff of the Association of Governing Boards.

Mr. Tyson moved approval of the following resolution:

*Resolved*, That the West Virginia Higher Education Policy Commission approves Shepherd University's Ten-Year 2014 Campus Master Plan.

Ms. Allen seconded the motion. Motion passed.

### **7. Collaboration**

#### **A. Overview of Compact Process for *Leading the Way: Access. Success. Impact***

Dr. Angela Bell, Vice Chancellor for Policy and Planning, presented an overview of the Compact process for the new system master plan, *Leading the Way: Access. Success. Impact*. She noted that Commission staff have been working closely with institutions on the development of the Compact document, which sets forth the requirements for institutional reporting.

## **B. Overview of Distance Education Initiatives**

Dr. Roxann Humbert, Statewide Director of Higher Education e-Learning, presented an overview of distance education initiatives. She stated that the Commission is supporting distance learning through a number of projects with three areas of focus: assurance of quality of online courses, a pilot project to assist schools in student authentication in online courses and the West Virginia Remote Online Campus Knowledge System (WVROCKS), a collaborative effort to provide more courses to adult students.

## **C. Senate Bill 330 Progress Report**

Mr. Mark Toor, Vice Chancellor for Human Resources, presented an update on progress being made toward fulfilling the requirements of Senate Bill 330, comprehensive human resources legislation passed in 2011. Discussion included the ongoing work of Fox Lawson and Associates, the vendor performing the compensation and classification analysis required by the legislation.

## **D. Approval of Revisions to Series 40, Equal Opportunity and Affirmative Action**

Mr. Toor provided an overview of revisions to Series 40, Equal Opportunity and Affirmative Action, the procedural rule that establishes policy relating to equal opportunity and affirmative action. Mr. Toor explained that the current version of the rule was developed in April 1992, and that the Chancellor's Diversity Council has provided suggested revisions to bring the rule into compliance with federal and state regulations.

Mr. Tyson moved approval of the following resolution:

*Resolved*, That the West Virginia Higher Education Policy Commission approves the proposed revisions to Series 40, Equal Opportunity and Affirmative Action, Procedural Rule, for submission to the Secretary of State for a 30-day public comment period.

*Further Resolved*, That staff is instructed to file the procedural rule with the Legislative Oversight Commission on Education Accountability and final filing with the Secretary of State at the conclusion of the comment period if no comments are received.

Ms. Allen seconded the motion. Motion passed.

## **8. Fiscal Responsibility**

### **A. Approval of Refunding Bond Resolution for Shepherd University**

Mr. Donovan provided an overview of a series of revenue bonds issued by the Shepherd University Board of Governors in 2003, 2004 and 2005 for various capital improvements, which the institution is working to refinance.

Ms. Eddy moved approval of the following resolution:

*Resolved*, That the West Virginia Higher Education Policy Commission approves the resolution drafted by bond counsel approving and authorizing the refunding of certain revenue bonds issued by the Shepherd University Board of Governors between January 2003 and May 2005 in an aggregate principal amount not to exceed \$30 million.

Mr. Tyson seconded the motion. Motion passed.

### **B. Approval of Fiscal Year 2014 WVNET Budget**

Ms. Donna Meadowcraft, WVNET Chief Financial Officer, reviewed WVNET's proposed Fiscal Year 2014 budget.

Ms. Allen moved approval of the following resolution:

*Resolved*, That the West Virginia Higher Education Policy Commission approves the Fiscal Year 2014 West Virginia Network for Educational Telecomputing budget.

Dr. Leon seconded the motion. Motion passed.

### **C. Approval of Fiscal Year 2014 Science and Research Spending Plans**

Dr. Jan Taylor, Director of the Division of Science and Research, presented an overview of the proposed Fiscal Year 2014 science and research spending plan.

Mr. Tyson moved approval of the following resolution:

*Resolved*, That the West Virginia Higher Education Policy Commission approves the Fiscal Year 2014 spending plans as recommended by the Science and Research Council.

Ms. Allen seconded the motion. Motion passed.

### **D. Discussion of Fiscal Year 2015 Appropriation Request**

Chancellor Hill led a discussion regarding the appropriation request for Fiscal

Year 2015, providing an overview of the budget forecast for higher education and the projected needs of the state's higher education system. This discussion resulted in the development of a funding request filed with the State Budget Office by September 1, 2013.

Ms. Allen encouraged members of the audience to offer suggestions for how to manage budget cuts.

#### **E. State Enterprise Resource Planning System**

Dr. Ed Magee, Vice Chancellor for Finance, provided an overview of the state's implementation of a new enterprise resource planning system, wvOasis, that will replace the outdated financial system that has been used since 1993.

#### **9. Possible Executive Session under the Authority of West Virginia Code §6-9A-4 to Discuss Personnel Issues**

Ms. Allen moved to go into Executive Session under the authority of West Virginia Code §6-9A-4 to discuss personnel issues. The motion was seconded by Mr. Tyson. Motion passed.

Ms. Allen moved to rise from Executive Session. Mr. Tyson seconded the motion. Motion passed.

Chairman Berry reported that the Commission discussed the items noted on the agenda during Executive Session, but no action was taken.

#### **A. Approval of Presidential Compensation for Shepherd University**

Mr. Tyson moved approval of the following resolution:

*Resolved*, That the West Virginia Higher Education Policy Commission approves the presidential compensation for Dr. Suzanne Shipley as presented by the Shepherd University Board of Governors.

Ms. Eddy seconded the motion. Motion passed.

#### **B. Approval of Presidential Contract and Compensation for West Liberty University**

Mr. Tyson moved approval of the following resolution:

*Resolved*, That the West Virginia Higher Education Policy Commission approves the presidential compensation for Mr. Robin Capehart as presented by the West Liberty University Board of Governors.

Ms. Allen seconded the motion. Motion passed.

**10. Additional Board Action and Comment**

There was no additional board action or comment.

**11. Adjournment**

There being no further business, the meeting was adjourned.

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Bruce Berry

Chairman

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Kathy Eddy

Secretary