

MINUTES

HIGHER EDUCATION POLICY COMMISSION

December 9, 2011

1. Call to Order

Chairman David Hendrickson convened a meeting of the Higher Education Policy Commission at 10:00 AM in Room 1220 of Building 2000 at the West Virginia Regional Technology Park in South Charleston, West Virginia. The following Commission members were present: Jenny Allen, Bruce Berry, John Estep, Kay Goodwin, David Hendrickson, John Leon, and David Tyson. Absent: Bob Brown, Kathy Eddy, and Jorea Marple. Also in attendance were institutional presidents, higher education staff, and others.

2. Approval of Minutes

Dr. Berry moved approval of the minutes of the meetings held on July 28, 2011, August 5, 2011, September 13, 2011, and October 12, 2011, as provided in the agenda materials. Commissioner Allen seconded the motion. Motion passed.

3. Chairman's Report

Chairman Hendrickson and Dr. Brian Noland, the Commission's Chancellor, presented a proclamation honoring Mr. Tom Reishman, Chief Operating Officer for the West Virginia Regional Technology Park, for his devoted and exemplary service to both the Commission and the State of West Virginia.

Chairman Hendrickson recognized Chancellor Noland for his service to the Commission during his tenure. Chairman Hendrickson and Vice Chairman Bruce Berry presented Chancellor Noland with a framed resolution on behalf of the Commission for his exemplary service to the state's higher education system. Chairman Hendrickson also introduced and recognized Mrs. Donna Noland, who thanked the Commission, the staff, and the institutions for their support. Chancellor Noland thanked the Commission for providing him with the opportunity to serve the State of West Virginia and create educational opportunities for students.

4. Chancellor's Report

Chancellor Noland introduced several new staff members and recognized Dr. Thomas Blevins, the recently appointed Interim President of Bluefield State College. Chancellor Noland read a resolution in honor of Dr. Albert Walker, past President of Bluefield State College, for his numerous contributions to the institution and the state's higher education system.

Chancellor Noland commended Dr. Adam Green, Director of Student Success and P-20 Initiatives, and his staff for the creation of original commercials featuring West Virginians in order to promote the College Foundation of West Virginia (CFWV), the

state's college and career-planning website. Chancellor Noland showed the commercials, which have been aired statewide and recognized Ms. Amy Nunn, Mr. Andualmilak Meharie, and Mr. Adaam Meharie for their participation in the commercials. Chancellor Noland also recognized Dr. Gregory Aloia, President of Concord University, and the entire Concord community for being named as the nation's top four-year college for veterans by *Military Times Edge* magazine.

Chancellor Noland provided an overview of recent activities of the Commission including: the passage of Senate Bill 330; increased funding for financial aid; the availability of broadband funding for higher education under the leadership of Dan O'Hanlon, the Commission's Vice Chancellor for Technology; and the expiration of stimulus funds. Chancellor Noland also discussed the receipt of DegreeNow, a grant from The Lumina Foundation for Education to increase the enrollment and graduation of adult learners, in addition to a \$1 million Compete College America grant to further student success for college completion. Chancellor Noland also acknowledged West Virginia's receipt of a \$5.25 million grant from the U.S. Economic Development Administration (EDA) for renovations to a research lab building at the West Virginia Regional Technology Park.

Chancellor Noland provided updates regarding the upcoming legislative session including the Fiscal Year 2013 funding priorities, proposed and requested legislation, and the unity agenda. He also discussed West Liberty University's concept for an Advanced Academy, which will provide high school students with an opportunity to enroll in college.

5. Council of Presidents' Report

President Shipley provided a report from the Council of Presidents and discussed the Delaware Cost Study. The study provides increased understanding of instructional costs and productivity at the departmental level with departments nationally and at similar institutions. Shepherd University is one of approximately 500 institutions across the nation to participate in the annual survey. The analysis provides cost information for academic departmental assessment and can be further developed to provide assessment tools for the institution's administrative departments.

6. Annual Reports from Constituent Groups

A. Advisory Council of Classified Employees

Mr. Mike Dunn, Chair of the Advisory Council of Classified Employees (ACCE), provided an introduction of fellow ACCE members. Mr. Dunn reviewed the ACCE's presentation, which included a discussion regarding the role of classified staff at the institutional level. Mr. Dunn noted that ACCE encourages institutions to involve representatives from faculty, staff, and students in committees, meetings, and institutional planning.

Mr. Dunn discussed concerns with the implementation of Senate Bill 330. Mr. Dunn stated that classified employees continue to have low morale, which

impacts student relationships, retention, and success, while exacerbating staff retention and recruitment issues. The bill was passed on March 12, 2011 with an effective date of June 10, 2011; however, Mr. Dunn noted that no real progress has been made. He reviewed excerpts from a letter of concern drafted by members of ACCE regarding proposed timeline adjustments.

Mr. Dunn called on the Commission to provide strong leadership and direction to implement Senate Bill 330 components and ensure that fairness, accountability, credibility, transparency, and systematic (FACTS) principles are incorporated in all areas. Commissioner Allen inquired if staff could discuss how these issues are being addressed. Chancellor Noland indicated that staff, led by Dr. Shenita Brokenburr, Vice Chancellor for Human Resources, is working to facilitate the implementation of the bill.

Chairman Hendrickson expressed an interest in receiving updates at each quarterly Commission meeting regarding the status of Senate Bill 330. Vice Chairman Berry expressed strong concern regarding the lack of progress and the Commission's commitment to classified staff as well as faculty and students across the system.

B. Advisory Council of Faculty

Dr. Eric Root, Chair of the Advisory Council of Faculty (ACF), provided an introduction of fellow ACF members. Dr. Root discussed the 2011-2012 ACF institutional issues, which included re-visioning and enhancing the quality and delivery of academic programs in order to improve student retention, graduation rates, and "time to degree." Dr. Root also advocated for faculty personnel issues including: salary compression relief for faculty; ways to engage retiring faculty; the creation of fair and supportive faculty sick-leave policies; an increase in the number of tenured faculty; and the promotion of shared governance. Dr. Root provided an overview of proposed legislative issues, which call for funding in relation to capital projects and faculty raises.

Dr. Root expressed support for an increase in the percentage of tenured faculty in order to maintain academic integrity for programs, to recruit high-quality faculty, to encourage a strong faculty voice in governance issues, and to provide consistency and oversight of programs.

Dr. Root discussed the role of the ACF and mentioned an interest to engage more frequently in the work and activities of both the Commission and the Council, while advocating institutional support and release time for faculty who serve as ACF members.

C Advisory Council of Students

Mr. Timothy Leonard, Advisory Council of Students (ACS) Vice Chair and student at Shepherd University, provided an introduction of fellow ACS students. Mr. Leonard reviewed the ACS's presentation and discussed financial aid opportunities, housing options, non-residential issues, and

technology integration. Mr. Leonard discussed the benefits of the PROMISE Scholarship Program to current and future students and outlined the importance of the Federal Pell Grant Program.

7. Access

A. Fall 2011 Enrollment Report

Dr. Sarah Tucker, Research and Policy Analyst, reviewed the Fall 2011 Enrollment Report, which examines the enrollment trends within West Virginia from an institutional, system, and state perspective. Dr. Tucker noted that Fall 2011 marked the first academic term in which the four-year system realized a decline in headcount enrollment since the two- and four-year system split. However, Dr. Tucker indicated that continued attention to current initiatives such as the College Foundation of West Virginia, DegreeNow, the revamping of college remediation, and the statewide College Completion Task Force will help to ensure that West Virginia is prepared to meet state workforce needs.

Commissioner Leon asked which state in the Southern Regional Education Board (SREB) reported the highest college-going rate. Dr. Tucker responded that Mississippi had the highest rates, with West Virginia ranked third to last from the participating SREB states.

8. Cost and Affordability

A. Presentation of 2011 Financial Aid Comprehensive Report

Dr. Angela Bell, Interim Director of State Financial Aid Programs, presented the 2011 Financial Aid Comprehensive Report. The report provides information regarding the national status of financial aid, outlines changes in West Virginia aid programs, discusses longitudinal data about recipients of in-state financial aid, and highlights policy recommendations. Dr. Bell noted that West Virginia ranks fifth nationally in regard to financial aid awarded per undergraduate student.

Dr. Bell further discussed the changes in state financial aid programs, which included administrative placement of the Higher Education Adult Part-Time Student (HEAPS) Grant Program Workforce Component to the online Financial Aid Management System. The maximum award for the Higher Education Grant Program (HEGP) was reduced from \$3,300 to \$2,100 for the 2010-11 academic year to serve as many eligible students as possible. The PROMISE Scholarship Program evidenced the first full class of PROMISE scholars under the new block award amount of \$4,750 or full tuition and fees, whichever is lower. Dr. Bell also discussed the work of the Higher Education Student Financial Aid Advisory Board, which has two subcommittees working on recommendations regarding community service of PROMISE scholars and the structure and administration of the HEAPS Grant Program.

B. Approval of Final Series 32, Tuition and Fee Policy

Dr. Edward Magee, Senior Director of Finance, discussed Series 32, Tuition and Fee Policy, a rule mandated by the Legislature that establishes the assessment of tuition and fees at West Virginia undergraduate public higher education institutions. Dr. Magee noted that the rule was approved by the Commission at the August 5, 2011 meeting for filing with the Secretary of State for a thirty-day comment period. Based on comments received, additional revisions were made to strengthen the rule and clarify the procedures that assess tuition and fees.

Mr. Tyson moved approval of the following resolution:

Resolved, That the West Virginia Higher Education Policy Commission approves Series 32, Tuition and Fee Policy, for final filing with the Secretary of State and submission to the Legislative Oversight Commission on Education Accountability for approval and further legislative action.

Ms. Allen seconded the motion. Motion passed.

C. Approval of Metro Rate Expansion at West Liberty University

Dr. Magee introduced Mr. Robin Capehart, President of West Liberty University, who discussed the institution's request to expand its metro rate to include additional counties in Ohio. The institution has increased its metro rate enrollment from 260 in 2006 to 614 in 2011. The last metro rate expansion for West Liberty University was approved by the Commission for the 2008-2009 academic year.

Dr. Berry moved approval of the following resolution:

Resolved, That the West Virginia Higher Education Policy Commission approves the expansion of the metro rate area for West Liberty University beginning in the 2012-2013 academic year.

Mr. Tyson seconded the motion. Motion passed.

D. Approval of Fiscal Year 2013 Capital Projects

Mr. Richard Donovan, Chief Financial Officer, presented an overview of the prioritized list of high priority capital projects to address deferred maintenance and code compliance.

Secretary Goodwin moved approval of the following resolution:

Resolved, That the West Virginia Higher Education Policy Commission approves the prioritized capital project lists in Table 2 for Fiscal Year 2013 and directs the staff to report the capital project priorities to the Legislative Oversight Commission on Education Accountability in January as required by

state law.

Mr. Tyson seconded the motion. Motion passed.

E. Approval of Capital Improvements at Shepherd University

Mr. Donovan discussed Shepherd University's request for approval to proceed with a construction project which would be undertaken in conjunction with the West Virginia Division of Highways. The proposed project will create an underpass with sidewalks under Route 480, which dissects the campus of Shepherd University, resulting in a high concentration of vehicular and pedestrian traffic at this crosswalk. Dr. Suzanne Shipley, President of Shepherd University, noted that the safety of the students is the number one priority at the institution and is the reason for this project.

Secretary Goodwin moved approval of the following resolution:

Resolved, That the West Virginia Higher Education Policy Commission approves the West Virginia Route 480 Underpass Project for Shepherd University as provided in West Virginia Code §18B-19-7 for projects in excess of \$1 million.

Dr. Berry seconded the motion. Motion passed.

F. Approval of Ten-Year Campus Master Plan for West Virginia School of Osteopathic Medicine

Mr. Donovan presented an update to the ten-year campus master plan for the West Virginia School of Osteopathic Medicine. The presentation highlighted the master plan objectives. A representative from Paradigm Architecture of Morgantown, West Virginia discussed areas that require immediate attention to correct life safety deficiencies or to maintain the integrity of existing structures. The master plan does recommend that the institution develop a campus-wide preventative maintenance plan and perform maintenance proactively rather than reactively.

Commissioner Tyson inquired if the revised master plan will include any new property acquisition. Dr. Michael Adelman, President of the West Virginia School of Osteopathic Medicine, responded that it would not. Dr. Rodney Fink, Chair of the institution's Board of Governors, indicated he is pleased with the design and is satisfied the changes will provide a more clear view of the school.

Mr. Tyson moved approval of the following resolution:

Resolved, That the West Virginia Higher Education Policy Commission approves West Virginia School of Osteopathic Medicine's Ten-Year Campus Master Plan.

Dr. Berry seconded the motion. Motion passed.

G. Approval of Real Property Transfer to West Virginia University

Mr. Donovan provided an overview of the request from the West Virginia University Board of Governors regarding the transfer of real property located in Marion County to the West Virginia University Board of Governors pursuant to West Virginia Code §18B-1-3(e).

Secretary Goodwin moved approval of the following resolution:

Resolved, That the West Virginia Higher Education Policy Commission approves the request of the West Virginia University Board of Governors to transfer real property located in Marion County to the West Virginia University Board of Governors.

Further Resolved, That the Commission authorizes the Chancellor to sign the deed and other associated documents on the Commission's behalf after the Chancellor is satisfied with the documentation presented to support the transfer.

Ms. Allen seconded the motion. Motion passed.

H. Textbook Affordability Institutional Reports and Discussion

Chancellor Noland provided an update regarding Chairman Hendrickson's request for information regarding textbook affordability. The request was to obtain updated information after the implementation of the final report of the Statewide Task Force on Textbook Affordability in early 2009. The final report addressed a number of institutional initiatives aimed at increasing student access to high quality and affordable textbooks and course materials.

Chairman Hendrickson noted that the cost of textbooks is escalating and the Commission needs to take action on behalf of the students. He inquired if there was a way to increase the utilization of e-textbooks. Several students indicated that e-textbooks are not readily available, but indicated a desire to purchase e-textbooks, if available, as a matter of convenience and cost-savings. Institutional presidents indicated a willingness to provide affordable textbooks through institutional bookstores, but cited publishers as the individuals who control pricing and availability.

Commissioner Allen noted that she hears reports from students that textbooks were assigned, but never utilized or even referenced during the course. President Shipley responded that 60 percent of a textbook must be utilized during a course in order for it to be required at Shepherd University. She also indicated that Shepherd University has found success with textbook rentals. President Aloia mentioned that Concord University has a successful buy-back policy for student textbooks.

Commissioner Leon inquired if West Virginia is the only state looking at moving to e-textbooks and the increased cost of traditional books. He also inquired if there are any attempts to encourage publishers to utilize e-textbooks. Chancellor Noland indicated that West Virginia is among the most progressive states regarding the issue of textbook affordability and finding more cost effective ways to obtain course materials.

Chairman Hendrickson requested that textbook publishers be invited to the February 17, 2012 Commission meeting to continue the discussion.

9. Learning and Accountability

A. Report on Institutional Program Review

Dr. Mark Stotler, Assistant Director of Academic Affairs, provided a report in accordance with West Virginia Code §18B-1B-4 and §18B-2A-4 and the Commission's Series 10, Policy Regarding Program Review. Dr. Stotler noted a total of 69 programs were reviewed system-wide and twenty programs were identified for corrective action or submission of a follow-up report. During the course of the review, one program was recommended for termination unless essential conditions were met. The remaining programs were recommended to be continued at the current level without specific actions.

Dr. Stotler mentioned that recent revisions to the Commission's Series 11, Submission of Proposals for Academic Programs and the Monitoring and Discontinuance of Existing Programs, stipulate that the commonly accepted program length is 120 hours for bachelor's degree programs. The program review process is being utilized as the vehicle for monitoring compliance with this provision. Institutions with programs that exceed 120 hours are being asked to submit a follow-up report by December 1, 2012 regarding how they will address this issue.

B. Update on Online Course Delivery Initiative

Dr. Kathy Butler, Senior Director of Academic Affairs, provided an update on the accreditation requirements for online course quality and the recently implemented U.S. Department of Education distance education mandates, which have highlighted the need for a formal approval process and program reviews for online courses offered in the state. Dr. Butler noted that the Southern Regional Education Board (SREB) is developing an online course delivery reciprocity agreement between its sixteen member states. Dr. Butler indicated that with an increased emphasis on access and college completion online courses are being required to have heightened quality mandates. Dr. Roxann Humbert is working with Quality Matters to enhance the programs throughout the state. Chancellor Noland noted this will be a major policy focus in the coming years.

C. Update on Implementation of Rural Health Initiative

Dr. Bob Walker, Vice Chancellor for Health Sciences, provided an update on the implementation of the Rural Health Initiative. Dr. Walker indicated that the allocation of state funding was adjusted in Fiscal Year 2012 and the three academic health centers are serving as grantees for the funds. The Division of Health Sciences retains a percentage of the funding for coordinating activities, providing support, and covering final expenses related to the former recipient of the funds, the Rural Health Education Partnerships (RHEP) Program.

Dr. Walker introduced representatives from the academic health centers to provide brief overviews of their institution's mission, vision, and priorities and discuss the available resources, requirements of appropriate accrediting agencies, and review by faculty and administration. Ms. Jennifer Plymale, Assistant Dean and Director of the Robert C. Byrd Center for Rural Health at Marshall University, discussed the institution's rural health initiative plan, which includes a focused rural educational model that identifies students who have a commitment to and interest in rural health care.

Dr. Lorenzo Pence, Vice President for Academic Affairs and Dean at the West Virginia School of Osteopathic Medicine, discussed the institution's continued emphasis on preparation for rural primary care throughout the osteopathic medical education program, residencies, and post-graduation support of alumni.

Dr. Larry Rhodes, Director of the Institute for Community and Rural Health at West Virginia University, discussed the institution's interdisciplinary approach to meeting the goals set forth in the legislation. He reported that the institution is working with the statewide Area Health Education Centers (AHEC) Program to assist in the management of rural experience rotation coordination for medicine, nurse practitioner, and physician assistant students throughout the state.

Chancellor Noland commended Dr. Walker and the institutions for their efforts and suggested available resources be utilized through the Southern Regional Education Board and the Health Science and Technology Academy (HSTA).

Dr. Berry moved approval of the following resolution:

Resolved, That the West Virginia Higher Education Policy Commission approves the changes to and subsequent implementation of the Rural Health Initiative.

Dr. Leon seconded the motion. Motion passed.

D. Approval of 2011 Institutional Strategic Plan for West Virginia School of Osteopathic Medicine

Dr. Walker reviewed the mission of the West Virginia School of Osteopathic Medicine and discussed the institution's 2011 strategic plan, which focuses on the six main areas including: education, facilities, technology, finances, outreach, and the reputation of the institution. The strategic plan affirms that education is the primary focus of the institution with the other areas supporting the educational mission. Service to West Virginia and its citizens to address the health care needs of the state is another major focus of the strategic plan. Finally, the research mission of the institution is embedded throughout the plan to enhance the educational and service goals.

Mr. Tyson moved approval of the following resolution:

Resolved, That the West Virginia Higher Education Policy Commission approves the 2011 Institutional Strategic Plan for the West Virginia School of Osteopathic Medicine.

Ms. Allen seconded the motion. Motion passed.

E. Update on College Completion Task Force

Dr. Tucker and Mr. Patrick Crane, Research and Planning Analyst, provided an update on the College Completion Task Force, which was created at the request of Chancellors Noland and Skidmore to examine college completion in the state and develop recommendations for increasing the number of West Virginians with certificates and degrees. The Task Force is co-chaired by First Lady and Southern West Virginia Community and Technical College President Joanne Tomblin and West Virginia University President James Clements. The Task Force is comprised of sixteen members who represent state policymakers, faculty, and administrators from the state's two- and four-year institutions, business leaders, and representatives of students, classified staff, and the public education system.

Mr. Crane reviewed the work of the Task Force to-date, which included the examination of data in several key areas including: state demographics and labor market needs; college completion rates of different student populations; and the specific challenges faced by rural and first generation students.

F. Update on Master Planning Process

Chancellor Noland provided an update regarding the Commission's current master plan, *Charting the Future, 2007-2012: A Master Plan for West Virginia Higher Education*. The plan, which was approved in response to a legislative mandate in November 2007, has provided a framework for Commission activities and initiatives encompassing five focal areas including: access; cost and affordability economic growth; learning and accountability; and innovation.

In the Fall, the Commission held a series of regional public forums in conjunction with several host institutions. Chancellor Noland provided an overview of the feedback received during the forums and discussed next steps regarding the completion of the current master plan and the development of a new master plan.

G. Overview of Revitalization Report for West Virginia University Institute of Technology

Chancellor Noland provided an overview of Senate Bill 486, which required the Commission to initiate a study of West Virginia University Institute of Technology. The study was completed by a panel of regional and national experts and aimed at assisting the institution in reaching its full potential as a center of excellence and a positive force for the economic development and cultural enrichment in the state. Chancellor Noland provided a brief overview of progress to-date and discussed the establishment of a transition steering committee and the appointment of a transitional leader for the campus.

Chairman Hendrickson noted that the report should not be taken negatively, rather as an opportunity to achieve positive outcomes at the institution.

Secretary Goodwin commented that she was pleased to see the educational expertise of the panel and noted they were clear that funding would be needed from the Legislature, which has not been provided to-date.

10. Economic Growth/Innovation

A. Approval of 2011 Research Trust Fund Annual Report

Dr. Paul Hill, Vice Chancellor for Science and Research, presented the Research Trust Fund Annual Report. Dr. Hill noted that the report provides the following: up-to-date figures on the state's account; monies drawn down by Marshall University and West Virginia University; gifts received; endowments established; and reports from the two universities. Dr. Hill highlighted information on the fund's interest account, which supports competitive research opportunities for the state's regional four-year institutions.

Dr. Berry moved approval of the following resolution:

Resolved, That the West Virginia Higher Education Policy Commission approves the 2011 Research Trust Fund Annual Report for submission to the Governor and Legislature.

Ms. Allen seconded the motion. Motion passed.

B. Vision 2015 Progress Report

Dr. Hill provided an overview of "Vision 2015: The West Virginia Science and Technology Strategic Plan," which was developed by science and education leaders in 2005. The plan is comprised of five target areas for infrastructure development with 16 goals for action by designated leaders from higher education, state government, and industry. Dr. Hill provided an overview of the current review process that was requested by the statewide Science and Research Council.

C. Update on West Virginia Regional Technology Park

Dr. Hill introduced Dr. Phil Halstead, Executive Director and Chief Executive Officer of the West Virginia Regional Technology Park Corporation, who discussed the accomplishments to-date and reviewed plans for the future. Dr. Halstead thanked Chairman Hendrickson, Chancellor Noland, Dr. Hill, the Commission, and Senator Joe Manchin for their dedication to the development and expansion of the Park. Dr. Halstead welcomed the Commission to the newest campus in the state's higher education system. Dr. Halstead noted that students will begin taking classes in Fall 2012, on the premises through Kanawha Valley Community and Technical College.

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

Dr. Berry 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. Estep. Motion passed.

Dr. Berry moved to rise from Executive Session. Mr. Estep seconded the motion. Motion passed.

Chairman Hendrickson reported that the Commission discussed the appointment of an Interim Chancellor and the search process for the Chancellor's position during Executive Session, but no action was taken.

A. Approval of Interim Chancellor Appointment

Dr. Berry moved approval of the following resolution:

Resolved, That the West Virginia Higher Education Policy Commission approves the appointment of Dr. Paul L. Hill as Interim Chancellor consistent with the terms and conditions communicated to the Commission and delegates to the Chairman the authority to enter into a contract with Dr. Hill.

Ms. Allen seconded the motion. Motion passed.

B. Discussion of Search Procedure

Mr. Tyson moved approval of the following resolution:

Resolved, That the West Virginia Higher Education Policy Commission approves the search procedure as presented with the addition of authorization to hire a search consultant, not to exceed \$25,000.

Dr. Leon seconded the motion. Motion passed.

Dr. Berry moved approval of the following resolution:

Resolved, That the West Virginia Higher Education Policy Commission approves the appointment of a search committee as discussed and directs staff to contact proposed members regarding their willingness to serve.

Mr. Tyson seconded the motion. Motion passed.

12. Additional Board Action and Comment

There was no additional board action or comment.

13. Adjournment

There being no further business, the meeting was adjourned.

David K. Hendrickson

Chairman

Kathy Eddy

Secretary