

**COMMITTEE ON ACADEMIC AFFAIRS
AND LICENSING
Minutes of November 6, 2002**

Members present

Ms. Dianne Chinnes
Dr. John Griffith
Dr. Vermelle Johnson
Mr. Miles Loadholt
Ms. DeLoris Oliver
Dr. Roger Stevenson

Guests present

Ms. Hazel Alexander, Clemson
Dr. Dianne Brandstadter, SCTCS
Dr. Cheryl Cox, SCTCS
Mr. David Fleming, Clemson University
Dr. William R. Folks, Jr., USC-Columbia
Dr. Marilyn Fore, Horry-Georgetown Tech
Dr. James Franken, Troy State University
Dr. Carolyn S. Jones, USC-Columbia
Ms. Karen Jones, Winthrop University
Dr. Harry Lightsey, Research Centers Review Board
Mr. Russell Long, USC-Columbia
Dr. Tom Madden, USC-Columbia
Dr. Rita Melton, Aiken Technical College
Dr. Bernard Nash, Troy State University
Dr. Philip Pidgeon, Clemson University
Ms. Dana K. Powell, San Diego Golf Academy
Dr. Rod Roenfeldt, USC-Columbia
Dr. Tom Seebode, Troy State University
Dr. Barbara Speziale, Clemson University
Dr. Jane Upshaw, USC-Beaufort
Dr. Gerard Voos, SCUREF
Dr. Roger Weikle, Winthrop University
Dr. Frances C. Welch, College of Charleston

Staff present

Ms. JoAnn Biga
Ms. Renea Eshleman
Dr. Nancy Healy
Ms. KaTina Johnson
Dr. Lynn Kelley
Dr. David Loope
Dr. Gail Morrison
Ms. Samantha Pope
Ms. Julie Wahl

Ms. Chinnes called the meeting to order at 1.00 p.m. and announced that the meeting was being held in compliance with the State's Freedom of Information Act.

1. Consideration of Minutes of September 4, 2002

Ms. Chinnes introduced the item and asked if there were any corrections. There being no corrections, the Minutes of September 4, 2002, were approved as circulated.

2. Consideration of S.C. Research Centers of Excellence Budget, FY 2002-03

Ms. Chinnes introduced the items and called on Dr. Lightsey to give a brief overview. Dr. Lightsey stated that the S.C. Research Centers of Excellence are requesting approval of its budget for FY 2002-03. Dr. Lightsey stated that current language in statute provides that the Commission on Higher Education approve all necessary funds for the operation of the Board. Dr. Lightsey stated that the total operating and panel expenses for the 2002-03 budget for the S.C. Research Centers of Excellence is \$96,449. Without discussion, approval was **moved** (Johnson) and **seconded** (Oliver), and the Committee **voted to commend favorably** to the Commission approval of the S.C. Research Centers of Excellence Budget for FY 2002-02.

3. Consideration of New Program Proposals

At the request of Ms. Chinnes, the programs were discussed separately and voted on collectively. Ms. Chinnes made a motion to approve all eight program proposals with the Center for Safety Research and Education at Clemson University to be approved for immediate implementation, and all others with specified implementation date in 2003 as described in distributed materials. The first six proposals are to be approved provided that no “unique cost” or other special state funding be required or requested. The motion further provides that the three education programs from the College of Charleston be approved by the State Board of Education. Approval was **moved** (Loadholt) and **seconded** (Oliver), and the Committee **voted to recommend** the proposals as noted above.

a. Associate in Agriculture, Horticulture Technology, Horry-Georgetown Technical College

Ms. Chinnes introduced the item and asked Dr. Morrison to give a brief overview of the program proposal. Dr. Morrison stated that the need for the program is growing in this service area. According to a needs assessment conducted by Horry-Georgetown Technical College for the 2002-2004 period, there will be a demand for 384 horticulture technicians in the College’s service area. Dr. Morrison stated that if this program is approved, it will be the third degree program of its type in the South Carolina. Additionally, Horry-Georgetown Technical College will be partnering with Brookgreen Gardens in order to provide internship opportunities for students who are majoring in this field. Dr. Morrison stated that the chief academic officer from Horry-Georgetown Technical College has indicated the intention of the institution to develop an articulation agreement between this proposed program and the corresponding baccalaureate program in Horticulture at Clemson once the proposed program is implemented. The degree program leading to the Associate in Agriculture with a major in Horticulture Technology at Horry-Georgetown Technical College is scheduled to be implemented in Fall 2003, provided that no “unique cost” or other special state funding be required or requested.

b. A.H.S., Radiologic Technology, Aiken Technical College

Dr. Morrison introduced the item stating that according to a needs study conducted by the college, there will be a demand for 30 full-time and 27 part-time radiologic technologists in the Aiken County service area. She went on to say that eighteen new courses will be added to support this program if approved. In response to a question, Dr. Morrison explained that Aiken Technical College will have to develop and implement all the radiology courses. She stated that because this is a very specific new major, the entire curriculum has to be implemented. Dr. Morrison stated that Aiken Technical College will seek accreditation for this program through the Joint Review Committee on Education in Radiologic Sciences (JRCERT) if this program is approved. The degree program leading to the Associate in Health Sciences with a degree in Radiologic Technology at Aiken Technical College is scheduled to be implemented in Fall 2003, provided that no “unique cost” or other special state funding be required or requested.

c. B.A., Economics, Winthrop University

Dr. Morrison introduced the item stating that this proposed program will be a liberal arts degree program. She stated that no new courses will be needed for the delivery of this program because the program will use all the existing economics courses currently offered in the B.S. in Business Administration with a Concentration in Economics degree. Dr. Morrison stated that the proposed B.A. degree in Economics will contain no Business Administration courses but will require instead a variety of courses in the arts and sciences. The degree program leading to the Bachelor of Arts in Economics at Winthrop University is scheduled to be implemented in Spring 2003, provided that no “unique cost” or other special state funding be required or requested.

d. B.S., Early Childhood Education, College of Charleston

Dr. Morrison introduced the item stating that the purpose of this program is to train teachers to serve in the grade spans of pre-K to three. Dr. Morrison stated that presently, the College of Charleston offers an add-on program within its elementary education degree program through which students can obtain the qualifications for early childhood certification. The degree program leading to the Bachelor of Science in Early Childhood Education at the College of Charleston is scheduled to be implemented in Fall 2003, provided that no “unique cost” or other special state funding be required or requested and provided further that the program be approved by the State Board of Education.

e. B.S., Elementary Education, College of Charleston

Dr. Morrison introduced the item stating that the purpose of this program is to train teachers to serve in the grade spans of two to six. She stated that this proposed program will allow teacher education majors to take the specialized program required for certification in elementary education. The degree program leading to the Bachelor of Science in Elementary Education at the College of Charleston is scheduled to be implemented in Fall 2003 provided that no “unique cost” or other special state funding be

required or requested and provided further that the program be approved by the State Board of Education.

f. B.S., Middle Level Education, College of Charleston

Dr. Morrison introduced the item stating that the purpose of this program is to train teachers to serve in the grade spans of five to eight by offering specialized training focused on the unique needs of adolescents. She stated that this proposed program will allow teacher education majors to take the specialized program required for certification in middle level education. The degree program leading to the Bachelor of Science in Middle Level Education at the College of Charleston is scheduled to be implemented in Fall 2003 provided that no “unique cost” or other special state funding be required or requested and provided further that the program be approved by the State Board of Education.

g. Center for Safety Research and Education, Clemson University

Dr. Morrison introduced the item stating that this proposed new Center for Safety Research and Education will focus on issues related to the health and safety of South Carolinians. Dr. Morrison stated that Clemson is requesting that the entire cost for year one be covered by “below the line” funding from the State of South Carolina. She went on to say that Clemson projects no additional costs beyond year one, but will petition for special state funding in subsequent years to cover personnel and miscellaneous costs. The Center for Safety Research and Education at Clemson University is scheduled to be implemented immediately upon Commission approval.

h. South Carolina DNA Learning Center, Clemson University

Dr. Morrison introduced the item stating that this proposed Center will be a collaborative venture between Clemson and the Cold Spring Harbor Laboratory Dolan DNA Learning Center. Dr. Morrison stated that this proposed Center will focus on educating South Carolinians on topics related to plant genomics. She stated that this proposed Center will offer both undergraduate and graduate coursework. The South Carolina DNA Learning Center will offer no degree programs. Dr. Morrison stated that Clemson University has requested “below the line” funding to cover the costs associated with this proposed Center for the first year of operation. She stated further that the University will petition for special state funding in successive years. The South Carolina DNA Learning Center at Clemson University is scheduled for implementation in July 2003.

4. Consideration of Requests for Renewal of License: San Diego Golf Academy d/b/a The Golf Academy of the Carolinas, Myrtle Beach: Associate of Applied Business, Golf Professional Emphasis and General Management Emphasis

Ms. Chinnes introduced the item and called on Ms. Eshleman to give a brief overview. Ms. Eshleman stated that San Diego Golf Academy requests renewal of its license to offer programs leading to the Associate of Applied Business degree with a Golf

Professional Emphasis and a General Management Emphasis. She stated that the program is an occupational preparation program designed to prepare students for positions in golf complex operations or other golf-related business. Ms. Eshleman stated that the curriculum focuses on business management, the golf industry, modern teaching methods, and sound human relations skills. Without discussion, approval was **moved** (Johnson) and **seconded** (Oliver), and the Committee **voted to recommend** to the Commission renewal of the license for five years of the San Diego Golf Academy d/b/a/ The Golf Academy of the Carolinas to offer a program leading to the Associate of Applied Business degree with a Golf Professional Emphasis and a General Management Emphasis.

5. Consideration of Request for Amendment of License: Troy State University, Troy, AL, at Sumter and Charleston: Add a location at Greer and add Executive M.B.A. to licensed locations

Ms. Chinnis introduced the item and called on Ms. Eshleman to give a brief overview. Ms. Eshleman stated that Troy State University is requesting approval of an amendment to its license to add a location in Greer and to offer a program leading to the Executive M.B.A. degree at its licensed locations. Ms. Eshleman stated that appropriate notice was provided to the institutions about this addition of a Greer site. However, she stated that if an institution meets all of the licensing requirements, then the Commission could not deny a license. Without further discussion, approval was **moved** (Oliver) and **seconded** (Loadholt), and the Committee **voted to commend favorably** to the Commission an amendment to the license of Troy State University which would allow TSU to develop a campus in Greer and to offer programs leading to the EMBA at its locations in South Carolina as demand, administrative capability, and faculty are established.

6. Consideration of Proposed Changes to Licensing Statute: Student Tuition Protection

Ms. Chinnis introduced the item and called on Dr. Morrison. Dr. Morrison distributed a hand-out stating that the Commission staff periodically reviews the licensing requirements as prescribed by statute and regulations and suggests changes to the requirements for licensing nonpublic postsecondary institutions. Dr. Morrison stated that unfortunately, not all of the institutions have a positive experience in South Carolina. Dr. Morrison then called on Ms. Eshleman. Ms. Eshleman stated that recently a few non-degree granting institutions in South Carolina have closed before the students could complete their programs. Ms. Eshleman stated that the posting of a surety bond to provide students with an avenue through which they may recover prepaid tuition at institutions that close before the students complete their programs is one requirement for licensure. Established by regulation, the required bond amounts are ten percent of projected gross tuition income for initial licensure or ten percent of actual gross tuition income for the prior year for renewals. Ms. Eshleman stated that the way the current language in statute and regulation is written only provides that the bond may be used only for payment of a refund of tuition and fees due to the student. She stated that in some cases of the closing of a school, the bond may not be sufficient enough for refunding of

tuition and fees due to the students. Ms. Eshleman stated that it may be more beneficial to students if the Commission were able to use the bond to pay for a “teach-out” so that students can complete their training instead of making partial refunds to students. Approval was **moved** (Oliver) and **seconded** (Loadholt), and the Committee **voted to commend favorably** to the Commission authority to the staff to pursue the change in the statute to allow the Commission to use bond proceeds and student recovery funds to the benefit of students who suffer financial losses of tuition and fees prepaid to the institution as a result of an institution’s closing. The Commission may use the funds for such purposes as to pay refunds to these students for unearned tuition and fees, to pay for or subsidize the cost of providing facilities and instruction for these students to complete their programs, or to pay expenses to store and maintain student records.

7. Consideration of Annual Evaluation of Associate Degree Programs, FY 2001-02

Ms. Chinnes introduced the item and called on Dr. Morrison to give a brief overview. Dr. Morrison stated that this is an annual report prepared by the Commission staff in partnership with the South Carolina Technical College System. She went on to say that the purposes of this annual review are to insure that programs demonstrate responsiveness to employment trends, and meet minimum productivity standards and to identify programs which need to be strengthened. Dr. Morrison stated that the procedures for this review require each program’s productivity be evaluated in terms of enrollment, number of graduates, and percent of graduates placed in a related job or continuing their studies full-time. Without discussion, approval was **moved** (Johnson) and **seconded** (Loadholt), and the Committee **voted to commend favorably** to the Commission this report’s designation of programs for the current reporting year as shown in Tables 1,2,3, and 4, and further recommend that the Committee request that the Technical College System and the University of South Carolina System consider exploring ways of expanding resources, including qualified faculty, clinical sites, and funding, to expand program capacity, increase enrollments, and improve retention in their Associate Degree in Nursing programs, and that the Technical College System consider the revision of appropriate Engineering Technology programs in terms of required semester hours, levels of preparation, and possible consolidation or elimination in favor of certificate and diploma programs.

8. Consideration of Centers of Excellence Annual Report, FY 2001-02

Ms. Chinnes introduced the item and called on Dr. Morrison to give a brief overview. Dr. Morrison stated that this report summarizes the annual reports submitted by each of the four Centers that received State funding in FY 2001-02. Without discussion, approval was **moved** (Oliver) and **seconded** (Loadholt), and the Committee **voted to commend favorably** to the Commission this report for transmission to the EIA Select Sub-Committee of the Educational Oversight Committee.

9. Consideration of Annual Report on Advanced Placement Course Acceptance Policies, FY 2002-03

Ms. Chinnes introduced the item and called on Dr. Morrison to give a brief overview. Dr. Morrison stated that the Education Improvement Act requires the Commission to monitor the awarding of AP credit by the State's public higher education institutions. She stated that students successfully completing advanced placement courses and receiving a score of three or above on the exam shall receive advanced credit for each course in all postsecondary public colleges in South Carolina. Dr. Morrison stated that Commission staff will be following up with the institutions that did not report. Without discussion, approval was **moved** (Johnson) and **seconded** (Oliver), and the Committee **voted to commend favorably** to the Commission this report for transmission to the Senate Education Committee, House Education Committee, and the State Department of Education.

10. Consideration of Revised Policy on Program Productivity

Ms. Chinnes introduced the item and called on Dr. Morrison to give a brief overview. Dr. Morrison pointed out two corrections to the report on pages 5 and 6 to change the wording from annual to biennial in both cases. She went on to say that the Commission staff has decided to update and expand the program productivity standards policy. In revising its academic policies in 1998, the Commission made clear that enhanced accountability measures were needed to ensure the quality and efficiency of existing academic degree programs. Dr. Morrison stated that the draft policies and procedures outlined in this report build on the 1991 policy document and rely in part on data synthesized in a recently completed program productivity study. She stated that the new policies retain the same benchmark averages for degrees conferred and upper division headcount enrollment in the major specific to degree levels. Dr. Morrison pointed out that the Commission staff has deleted the calculation of service enrollment since it is not directly related to departmental or disciplinary enrollment and is not tied to degree program productivity, which is where Commission authority lies.

Dr. Morrison stated that in order to enable institutions to preserve degree programs that they deem essential to curriculum and mission despite their inability to meet Commission productivity standard, the new policies incorporate an exemptions policy. Under the policy, the Commission may exempt programs from the policy when institutions provide written justification addressing criteria established in the policy document. Exemptions are reviewed and approved by the Commission on a case-by-case basis.

Dr. Morrison also pointed out that the Commission is proposing a biennial review process culminating in Commission program-by-program recommendations for continuing approval, probation, termination, or exempt status. Dr. Morrison stated that the initial review process is scheduled to begin in February 2003 with full Commission review slated for September 2003. Dr. Morrison stated that these proposed policies and documents have been revised and reviewed by the Advisory Committee on several occasions. Without discussion, approval was **moved** (Johnson) and **seconded** (Oliver), and the Committee **voted to commend favorably** to the Commission the *Policies and Procedures on Academic Program Productivity*.

11. Consideration of Service Learning Award

Ms. Chinnes introduced the item and Dr. Johnson gave a brief overview. Dr. Johnson stated that a Selection Panel met on October 16, 2002, and discussed each of the service learning project nominations. Dr. Johnson stated that many of the projects were of very high caliber. After numerically scoring each proposal, the Selection Panel unanimously decided to recommend the awarding of Commendation of Excellence in Service Learning to Clemson University and York Technical College. Without discussion, approval was **moved** (Oliver), and **seconded** (Loadholt), and the Committee **voted to commend** to the Commission for the approval of awarding of Commendations of Excellence in Service Learning to Clemson University for “Joining Wisdom with Youth: Computer Skills Development Through Intergenerational Service Learning “ and to York Technical College for the “Summer Dental Care Clinic” project.

12. Other

There being no other business, Ms. Chinnes adjourned the meeting at 2:30 p.m.

Respectfully submitted,

KaTina Johnson