

**Minutes
Committee on Academic Affairs and Licensing
December 1, 2011**

Members Present

Dr. Bettie Rose Horne, Chair
Ms. Natasha Hanna
Mr. Kim Phillips
Admiral Charles Munns

Members Absent

Mr. Rodney Smolla
Ms. Leah Moody

Staff Present

Dr. Argentini Anderson
Ms. Laura Belcher
Ms. Renea Eshleman
Ms. Lane Goodwin
Dr. Paula Gregg
Ms. Trena Houpp
Mr. Clint Mullins
Ms. Tanya Rogers

Guests

Dr. Mary Ann Byrnes, USC Columbia
Dr. Pamela Cooper, USC Beaufort
Dr. Helen Doerpinghaus, University of South Carolina Columbia
Dr. Mary Ann Fitzpatrick, USC Columbia
Dr. Michael G. Flynn, College of Charleston
Dr. Lynne Ford, College of Charleston
Dr. George Hynd, College of Charleston, via teleconference
Dr. Debra Jackson, Clemson University, via teleconference
Dr. Peter King, Francis Marion University
Dr. Sara Lawhorne, Virginia College
Dr. Cynthia Lowenthal, College of Charleston
Ms. Beth McInnis, Clemson University
Dr. Deborah Miller, College of Charleston
Dr. Martha Moriarty, USC Beaufort
Dr. Scott Shappell, Clemson University, via teleconference
Dr. Darlene Shaw, MUSC, via teleconference
Dr. Olivia Thompson, College of Charleston, via teleconference
Dr. Harvey Varnet, USC Beaufort

Dr. Horne called the meeting to order at 1:13 p.m. and stated that the meeting was being held in compliance with the Freedom of Information Act.

1. Consideration of Minutes of September 1, 2011

Dr. Horne requested a motion to accept the Minutes of the September 1, 2011, meeting as distributed. The motion was **moved** (Phillips) and **seconded** (Hanna), and the Committee **voted unanimously to accept the Minutes as distributed.**

2. Consideration of New Program Proposals

a. B.A., Communication Studies, University of South Carolina Beaufort

Dr. Horne introduced the item and recognized Dr. Varnet. It was **moved** (Munns) and **seconded** (Hanna) to accept the staff's recommendation for approval. Dr. Varnet introduced Dr. Pamela Cooper who explained the origin of the program. Dr. Cooper informed the Committee that the degree is the fastest growing one in the U.S. and currently there is no local program. She explained that the program is currently a minor with 15-20 students who have expressed interested in pursuing a major in the same field.

Admiral Munns asked whether USC Beaufort expects the students for this degree program to derive from current students in other majors at the University. Dr. Varnet said that some students would transfer from one degree program to another, but that the University is the fastest growing one in the state and they expect new students will apply for acceptance to this degree program.

Admiral Munns asked what level of technical competence is required for this degree and commented that competence is not emphasized in the curriculum. He continued by stating that in his opinion communicating efficiently regarding technical matters will be key to the future success of graduates. Dr. Cooper answered that one of the basics of communication is knowing one's audience and that will be addressed in the degree program. Dr. Varnet commented that USC Beaufort strives to provide well-rounded education to all its students, mainly through its rigorous general education requirements.

Dr. Horne referenced page three of the staff analysis and asked about the low percentage of required library resources in the field of communications. She commented that the analysis states that the degree program will allocate \$2000 per year to grow the library resources. Dr. Horne asked whether that amount will be sufficient to purchase the necessary resources. Dr. Varnet stated that as a relatively young university, USC Beaufort is continuing to grow, but that it also relies on the shared library resources with the USC System and other S.C. institutions through PASCAL.

Dr. Horne commented positively on USC Beaufort's efforts in producing a local survey regarding the need for this program. She asked how many students at USC Beaufort are place-bound and will graduates find employment in the local area with this degree program. Dr. Cooper answered that employment opportunities will be ample to provide graduates with jobs. Dr. Cooper stated that she didn't know exact figures but that it seemed to her that, as USC Beaufort ages and grows, more students are being admitted from other areas. Dr. Varnet said that the campus remains largely regional, but he agreed with Dr. Cooper's assessment of its growth and growing geographically-diverse campus population.

Without further discussion, the Committee **voted unanimously to commend favorably** to the Commission the program leading to the Bachelor of Arts degree in Communication Studies at the University of South Carolina Beaufort, to be offered at Historic Beaufort Campus and Hilton Head Gateway Campus, to be implemented in Spring 2012, provided that no "unique cost" or other special state funding be required or requested.

b. B.A./A.B., B.S./A.B., Public Health, College of Charleston

Dr. Horne introduced the item. It was **moved** (Munns) and **seconded** (Phillips) to accept the staff's recommendation for approval. Admiral Munns referenced Section III in the program proposal and asked about enrollment. He specifically asked if students move from the Physical Education degree into this new one, what happens to the programs that lose enrollment. Dr. Flynn answered that the concentration in Health Promotion within the Physical Education degree will be phased out in two years. Dr. Miller stated that the College will still have a Physical Education degree for teacher certification.

Dr. Horne asked about graduates being eligible to continue their education at the graduate level at MUSC or USC. Dr. Miller answered that many of the College's students are pursuing careers in nursing, occupational and physical therapy, physician assisting, and health administration and this program provides better preparation for continued education in these fields.

Admiral Munns referenced the College's process of developing the program and asked specifically why the College waited two years between presenting a planning summary to CHE and bringing forward the full proposal. He also asked for the College's perspective on the current CHE program approval process. Dr. Flynn answered that there was a delay at the College over the summer in submitting paperwork on this specific program to the Commission but that the College was overall pleased with the program approval process. Admiral Munns asked what the College thinks to be an appropriate time length between submitting the initial summary to getting it approved. Dr. Miller answered a year. Ms. Houpp explained that an institution has three full years from the time it submits a planning summary to when it submits a full program proposal for consideration. She commented that there are many stages at the institutional level which cause the time delay between planning summary and full proposal. Admiral Munns commented about the possibility of streamlining the process in the future, expressing his concern about granting three years between the planning summary and the full proposal. Ms. Eshleman reiterated Ms. Houpp's comment that the institution determines when to submit the full proposal and must meet certain institutional approval processes before it submits the proposal to CHE.

Dr. Horne asked about the College's intentions regarding compliance with accreditation standards. Dr. Miller answered that the program will meet the new accreditation standards when they are approved and published. She added that only Schools of Public Health currently can be accredited and therefore the program has pursued an external individual accreditation which is nationally accepted.

Dr. Horne asked what the College is doing to help students find jobs. Dr. Miller answered that the program will incorporate multiple gate-keeping experiences. She stated that students will be working in labs of future prospective employers by their junior year and that students will be attending and networking at professional conferences. Dr. Horne asked whether the College helps students pay for attendance at professional conferences. Dr. Flynn answered affirmatively and stated that in addition student clubs hold fundraisers to pay for conference attendance.

Dr. Horne asked about of the Artium Baccalaureatus degree. Dr. Miller answered that the degree is unique to the College of Charleston.

Without further discussion, the Committee **voted unanimously to commend favorably** to the Commission the degree program leading to Bachelor of Arts, Artium Baccalaureatus, or Bachelor of Science, Artium Baccalaureatus degree in Public Health at the College of Charleston, to be implemented in Fall 2012, provided that no “unique cost” or other special state funding be required or requested.

c. Institute in Human Factors and Ergonomics, Clemson University

Dr. Horne introduced the item and recognized Dr. Jackson. It was **moved** (Phillips) and **seconded** (Hanna) to accept the staff’s recommendation for approval. Dr. Jackson explained that the Institute is designed around the notion of research about human behavior performance in a variety of contexts and settings from healthcare delivery systems to automobiles to military combat and other high-risk environments. She informed the Committee that project unites Institute faculty who originate from several different colleges on campus to work together as a team. Dr. Jackson stated that the Institute is committed to continuing to pursue external funding and research in this area. She commented that collaborative partners include MUSC and Boeing.

Ms. Hanna asked for further explanation as to the research field and asked specifically for a real world example. Dr. Shappell gave an example of current research with MUSC regarding the efficiency and layout of a medical operating room. He explained that most operating rooms contain a lot of equipment that is poorly positioned in the room and therefore does not aid efficiency. He stated that the research field of human factors and ergonomics helps to make processes and spaces more human friendly and in the case of the operating room, helps to re-design equipment, layout, increase efficiency and therefore decrease the length of time of surgery.

Admiral Munns commented that this research field is also crucial to other industries such as the nuclear industry and the military where issues and problems arise initially from the machine-human interface. Mr. Phillips stated that the machine-human interface is a daily challenge in the manufacturing industry and that the Institute will aid in improving businesses across the state.

Dr. Horne confirmed that Clemson is not seeking a new facility or new equipment or any type of state funding. Dr. Jackson answered affirmatively. She commented that the analysis, peer review, and approval of the Commission aids the University in its pursuit of future grant funding.

Admiral Munns asked whether there are negative consequences to having an Institute. Dr. Jackson answered that as long as the Institute continues to maintain external funding and is self-supporting, it will continue. She added that the University will terminate the Institute if it cannot maintain its self-supporting status.

Without further discussion, the Committee **voted unanimously to commend favorably** to the Commission the proposed Institute in Human Factors and Ergonomics at Clemson University, to be implemented in January 2012, provided that no “unique cost” or other special state funding be required or requested.

3. Consideration of Request for Amendments to Existing License to Add New Site

A.A.S., in Business Administration, Criminal Justice, Healthcare Reimbursement, Medical Assistant, Medical Office Administration, Surgical Technology, and B.S., in Business Administration, Virginia College, Florence, SC

Dr. Horne introduced the item and recognized Dr. Lawhorne. Admiral Munns asked why Virginia College's tuition costs are much higher than S.C. public institutions of higher education. Dr. Lawhorne answered that tuition is all-inclusive and pays for books and uniforms, [if necessary for degree program], background checks, drug testing, and certification and licensing exams costs. She also commented that Virginia College offers state-of-the-art equipment and labs and small classes, expenses which are offset by tuition.

Admiral Munns asked what type of students Virginia College attracts. Dr. Lawhorne answered that the majority of students are older and in their late 20's and 30's and usually obtain loans or grants to pay for tuition. Admiral Munns asked whether Virginia College students incur an average amount of debt as compared with students who attend public institutions. Dr. Lawhorne answered that students incur an average amount of debt.

Dr. Horne asked for justification of high tuition costs given the public institutions in the Florence area which offer the same programs at significantly less cost to students. Dr. Lawhorne re-iterated her first statements, citing the all-inclusivity of tuition. She also stated that Virginia College receives no state funds and is organized as a for-profit, private business.

Admiral Munns asked what draws a student to Virginia College. Dr. Lawhorne answered that Virginia College targets older students and provides the flexibility in schedule and support that they need to continue to work and succeed at obtaining a degree. She stated that many of Virginia College students have attempted schooling at more traditional schools and have failed.

Dr. Lawhorne cited that the College is committed to placing graduates in jobs and is required by its accrediting agency to have a minimum of 65% placement rate. She added that for the past three years, Virginia College has boasted a 70% placement rate. Dr. Horne asked whether the employment is within the field of a graduate's degree. Dr. Lawhorne answered affirmatively. Dr. Horne asked how narrowly a student's field of study is defined. Dr. Lawhorne answered that for a graduate of a surgical technology program to be employed in another part of the hospital would not count as credible placement.

Dr. Shaw asked for Virginia College's loan default rate. Dr. Lawhorne answered that the correct default rate is 11.4%. Dr. Horne commented that the default rate has doubled in the last year. She then asked what steps Virginia College has taken to decrease the rate. Dr. Lawhorne answered that the financial aid department is working with students individually and advising them strongly to not borrow the maximum amount allowable.

Admiral Munns asked what financial consequences exist for Virginia College regarding these delinquent loans. Dr. Lawhorne answered that only if the default rate reaches over 25% does the College lose the eligibility for its students to obtain loans.

Dr. Horne asked how much the average debt is for those students who graduate with debt. Dr. Lawhorne answered \$22,000 for an associate's degree and \$40,000 for a baccalaureate degree. Dr. Horne expressed concern over graduates who enter employment

upon graduation but do not earn enough in salary to pay their debt in a reasonable given time. Dr. Lawhorne informed the Committee that the College does analyze the debt-to-earnings ratio and will suspend a program if its graduates cannot adequately pay debt with the average income provided by the field. Dr. Horne asked whether the College has terminated any programs in S.C. Dr. Lawhorne answered no.

Ms. Hanna asked for more specific statistics including graduation rates and default rates for Virginia College's existing South Carolina sites: Greenville, Spartanburg, Columbia and Charleston. She added that she would like to obtain that information prior to voting for the new site of Florence. Dr. Lawhorne answered that the Spartanburg site has not been opened long enough to graduate a class; that Columbia has had one graduating class and a 66% overall placement rate.

Dr. Horne asked why the College is not seeking specialized accreditation for its business degree. Dr. Lawhorne did not know the reason but agreed to research and provide the answer. Dr. Horne stated that she asks the question in order to inquire how Virginia College will assess the quality of the program. Dr. Lawhorne commented the College has accreditation with the Accrediting Council of Independent Colleges and Schools (ACICS) and that one way the College determines quality is its ability to place graduates in jobs. Dr. Horne asked whether the College tracks a graduate's progression through his or her career. Dr. Lawhorne answered that the College has begun to do so.

Dr. Horne asked what other indices the College uses to assess quality beyond initial placement. Dr. Lawhorne answered that the College conducts routine internal compliance audits of all programs, using evaluators specialized in the program's field. She added that the College also conducts classroom observations and works with advisory boards.

Dr. Horne asked whether the College conducts external reviews. Admiral Munns asked whether the College conducts employer and student satisfaction surveys. Dr. Lawhorne answered that the College does conduct these surveys. Admiral Munns asked whether the survey results are available to the public or to CHE. Dr. Lawhorne answered that the results are available to CHE.

Mr. Phillips asked what the College believes to be an appropriate salary for a graduate who enters employment with \$40,000 in college debt. Dr. Lawhorne did not know but agreed to research and provide the answer.

Ms. Hanna asked whether the Committee could table the vote on this agenda item until it receives more information on the questions asked. Admiral Munns commented that it would be a matter of the motion. Dr. Horne suggested that the Committee suspend the discussion and table the item until all the questions have been asked.

Admiral Munns expressed his concern over the redundancy of programs. Dr. Lawhorne answered that Virginia College conducts market surveys to examine possible programs for a certain area. She stated that the College has not had placement problems with the programs that are offered by other local institutions.

Dr. Horne asked for more information regarding an applicant's assessment exam. Dr. Lawhorne answered that the College administers an exam entitled Accuplacer which tests reading, writing, and some math skills. She continued by stating that if an applicant scores in

the lower ranges, remedial courses are offered to the student at no extra cost. Dr. Horne asked for the percentage of students who require the remedial course. Dr. Lawhorne answered between 60 and 70 percent.

Dr. Horne referenced a College policy that prohibits transfer of a course which is more than five years old. Dr. Lawhorne answered that the dean makes the decision about transfer of past classes. Dr. Horne asked that language of the policy be changed for clarity.

Admiral Munns referenced the staff recommendation and asked how the College would limit enrollment to correspond with available employment opportunities. Dr. Lawhorne answered that the College will analyze enrollment at the new campus based on precedence established at other campuses with similar degree programs. Ms. Eshleman stated that annual reports would provide information regarding the balance between enrollment and placement. Admiral Munns asked whether the annual reports provide information on how the for-profit institutions might affect enrollment at public institutions. Ms. Eshleman stated that the annual reports do not provide that information. Admiral Munns again expressed his concern over redundancy. Ms. Eshleman explained that even though the for-profit institutions fall under the jurisdiction of the Commission, the Commission cannot deny licensure based solely on competition with public institutions.

Ms. Hanna asked if the Committee did not approve the recommendation, then would the institution have the ability to come forward again with more information. Ms. Eshleman stated that if the Committee did not vote for approval, the institution could decide to go before the full Commission and defend itself against a negative Committee recommendation.

Admiral Munns expressed his support of tabling the vote until more information is provided.

Ms. Hanna moved that the Committee table the vote of this agenda item until the February 2nd CAAL meeting in order to obtain answers to the questions posed by the Committee. Mr. Phillips seconded the motion. Dr. Horne called the members to vote on this motion and the Committee **voted unanimously** to accept the motion.

4. Reconsideration of Amendments to Existing Licenses to Add New Programs:

a. D.B.A., Ph.D., Ed.D., Grand Canyon University

Dr. Horne introduced the item and explained that the Committee voted to recommend approval at the September 1, 2011, Committee meeting. She stated that after the meeting Committee members raised questions and therefore the recommendation did not move forward to the Commission. She stated that the Committee decided to seek further information and reconsider the programs at the December 1, 2011, Committee meeting.

Ms. Eshleman explained that the current staff recommendation would allow approval of these programs and admission of South Carolina residents conditional upon the University obtaining specialized accreditation, if available, for the education and psychology programs and obtaining for the business degree specialized accreditation or proof that reliable external program review, comparable to specialized accreditation, is in place.

Committee members asked whether the recommendation was to ask Grand Canyon to submit a new proposal once accreditation is obtained or whether the recommendation was to move it forward to the Commission and approve it with conditions. Ms. Eshleman stated that the current recommendation allows conditional approval but the Committee could decide to recommend that Grand Canyon re-submit when accreditation is in place.

Mr. Phillips supported recommending that Grand Canyon seek accreditation first and then re-submit its proposal to the Commission. Ms. Hanna explained her concerns regarding the University and the U.S. Department of Education's (USDE) investigation of the University.

Ms. Eshleman explained aspects of the USDE's investigation. She reported that USDE was investigating Grand Canyon regarding incentive compensation or more specifically whether Grand Canyon violated USDE's parameters for paying enrollment counselors; gainful employment or more specifically whether Grand Canyon's Bachelor of Arts in Interdisciplinary Studies adequately prepared students for gainful employment; and inadequate procedures related to non-passing grades or more specifically whether Grand Canyon should have issued unofficial withdrawals for non-passing grades and non-attendance.

Ms. Hanna suggested that the Committee wait to make a decision regarding Grand Canyon until the USDE's investigation is complete.

The Committee members discussed issues regarding the Commission's role and oversight of higher education institutions. Dr. Horne suggested that the Committee meet for an orientation session regarding the Commission's role in overseeing nonpublic institutions of higher education. The Committee members agreed and Ms. Eshleman agreed to arrange an orientation session.

Ms. Hanna moved to table the decision regarding this agenda item until the following information is presented to the Committee:

- 1.) A projected timeline for specialized accreditation from the National Council for Accreditation of Teacher Education (NCATE) for Grand Canyon's Ed.D. program; from the Accreditation Council for Business Schools and Programs (ACBSP) for Grand Canyon's D.B.A. program; from the American Psychological Association (APA), Committee on Accreditation (CoA) for Grand Canyon's Ph.D., Psychology program so that graduates will be eligible for licensure.
- 2.) An explicit breakdown and total costs for each program.
- 3.) A report on the status of the USDE investigations listed below and any other USDE or other governmental-initiated investigations:
 - a. Incentive compensation
 - b. Gainful employment
 - c. Inadequate procedures related to non-passing grades

Admiral Munns seconded the motion.

Without further discussion, the Committee **voted unanimously** to accept the motion.

5. Consideration of Report on Program Productivity, Fall 2006-Fall 2010

Dr. Horne introduced the item and recognized Ms. Eshleman and Dr. Anderson. Dr. Anderson explained that the report is generated every two years and that CHE staff compile information regarding programs which do not meet productivity standards. She stated that the information, which includes graduation rates, enrollment rates, and non-compliant programs, is then sent to its respective institutions and the institutions then respond to CHE regarding their decisions and recommendations for these programs. Dr. Anderson explained that once CHE staff receive institutional responses, a report is generated which includes staff recommendations regarding specific programs. Ms. Eshleman explained to the Committee that the program productivity standards were created and have been sustained by the Commission with institutional input.

Admiral Munns asked whether the Commission has the authority to terminate a program which is not viable. Dr. Anderson answered that the Commission only has authority to recommend to an institution that a program be terminated.

Dr. Horne recommended that the following sentence from page three be removed: "As a result, SCSU made a decision to terminate eight programs; one program was considered non-compliant with productivity standards and seven other programs consistently failed to meet either the enrollment or completion standards." CHE staff agreed to remove the sentence.

Dr. Horne recognized Dr. Doerpinghaus to speak regarding USC Columbia's programs referenced in the report. Dr. Doerpinghaus explained that USC Columbia recognizes that productivity standards have not been met for the Bachelor of Arts in European Studies and the Bachelor of Arts in Latin American Studies but does not plan to terminate the programs as CHE staff recommends. She introduced Dr. Fitzpatrick to give further explanation as to why USC Columbia thinks that the programs should continue.

Dr. Fitzpatrick reported that the two programs in question are important to the University's commitment to globalization. She stated that in the past even though the degree required language courses, the credit hours for those courses did not count towards the degree program. She explained that the faculty are now analyzing that aspect and considering a change. She informed the Committee that the introductory classes for these degrees are successful and attract a large number of students and that the remaining courses in the degree are interdisciplinary courses and offered at the University regardless of this degree program. Dr. Fitzpatrick cited an external review of the Latin American Studies program which recommended that the undergraduate thesis be optional and not required. She continued by stating that the University is considering making this change. She asked the Committee to change the report and place the European Studies and Latin American Studies programs under the provisional approval section of the report.

Dr. Horne asked what the University plans to do differently to achieve success. Dr. Fitzpatrick responded that the University is changing the degrees to give degree credit for language courses and that the University plans to make the undergraduate thesis optional for Latin American Studies. Dr. Horne asked how long these changes would take. Dr. Fitzpatrick answered that the programs will be revised quickly.

Ms. Hanna asked how the University could justify the continuance of the European Studies program when only six students out of the USC student body of 20,000 are interested in the degree. Dr. Fitzpatrick answered that the costs of the program are minimal because it is an interdisciplinary degree program.

It was **moved** (Munns) and **seconded** (Hanna) to change USC Columbia's Bachelor of Arts in Latin American Studies and USC Columbia's Bachelor of Arts in European Studies from being recommended for termination to being placed on the provisional approval list. Without further discussion, the Committee **voted unanimously** for approval.

Admiral Munns then referenced the three music programs recommended for termination by CHE staff. He stated that he understood that USC Columbia agreed with the staff recommendations but also sought to replace the three programs with a generic program. Dr. Doerpinghaus explained that the University is implementing a generic Master's degree in Music and therefore is requesting that these programs be placed on the provisional approval list until the Master's degree is finalized.

It was **moved** (Munns) and **seconded** (Hanna) to change the report to reflect the Committee's recommendation for USC Columbia's Master of Music in Music History, Master of Music in Piano Pedagogy and Master of Music in Conducting to remain recommended for termination recommendation with a note of explanation that current students will be allowed to proceed toward degree completion until the generic Master of Music is implemented. Without further discussion, the Committee **voted unanimously** for approval.

It was **moved** (Phillips) and **seconded** (Munns) to accept the remaining staff recommendations in the report for approval. Without further discussion, the Committee **voted unanimously** for approval.

6. Election of Vice-Chair

Dr. Horne introduced the item. Mr. Phillips submitted Ms. Hanna's name for Vice-Chair.

Without further discussion, the Committee **voted unanimously to approve Ms. Hanna as vice chair of the Committee.**

7. Other Business

Ms. Eshleman distributed a handout which informs the Committee of pending degree-granting licensing items as of November 29, 2011. She explained that it is for information only and presents possible future CAAL agenda items.

Dr. Horne thanked those in attendance for their participation and staff for their work. Hearing no further business, she adjourned the meeting at 3:47 p.m.