

Advisory Committee on Academic Programs

Minutes of March 21, 2013

Members Present

Ms. Renea Eshleman, Acting Chair
Dr. Ron Drayton, Midlands Technical College (via teleconference)
Dr. Gemma Frock, Aiken Technical College
Dr. Charles Harrington, University of South Carolina Upstate
Dr. Sam Hines, The Citadel
Dr. David Mash, Lander University
Dr. Chris Plyler, Palmetto College, University of South Carolina
Dr. Jeff Priest, University of South Carolina Aiken
Dr. Hope Rivers, S.C. Technical College System
Dr. Robert Sheehan, Coastal Carolina University
Dr. Harvey Varnet, University of South Carolina Beaufort

Guests Representing Members

Mr. Tim Druke, Winthrop University, representing Dr. Debra Boyd
Dr. Kris Finnigan, University of South Carolina Columbia, representing Dr. Michael Amiridis
Dr. Lynne Ford, College of Charleston, representing Dr. George Hynd
Dr. Debra Jackson, Clemson University, representing Dr. Dori Helms
Dr. Learie Luke, South Carolina State University, representing Dr. W. Franklin Evans
Dr. Jeannette Myers, Francis Marion University, representing Dr. Richard Chapman
Dr. Darlene Shaw, Medical University of South Carolina, via teleconference, representing Dr. Mark Sothmann

Staff Present

Dr. Argentini Anderson
Ms. Laura Belcher
Ms. Trena Houp
Mrs. Lane Goodwin

Guests

Mr. Doug Allen, Tri-County Technical College
Dr. Abel Bartley, Clemson University
Dr. John Beard, Coastal Carolina University
Ms. Mary Ann Byrnes, USC Columbia
Dr. Alice Taylor-Colbert, Lander University
Mr. Stan Compton, Tri-County Technical College
Dr. Musa Danjaji, S.C. State University
Dr. Harry Davakos, The Citadel
Dr. Angelise Davis, USC Upstate
Dr. M. Evelyn Fields, S.C. State University
Ms. Stephanie Frazier, S.C. Technical College System
Dr. Paul Gayes, Coastal Carolina University
Dr. Gwen Geidel, USC
Dr. Katharine Gibb, USC Upstate
Dr. Gordon Haist, USC Beaufort
Dr. Stanley Ihekweazu, S.C. State University
Dr. Tony W. Johnson, The Citadel
Ms. Glenda LaRue, The Citadel
Dr. Theresa Gunter Lawson, Lander University
Mr. Shawn Livingston, Trident Technical College
Dr. Joseph P. Mazer, Clemson University
Dr. Thayer McGahee, USC Aiken
Mr. John Norris, Tri-County Technical College
Dr. Kenneth Okafor, S.C. State University
Ms. Elizabeth Regan, USC
Dr. Michael Roberts, Coastal Carolina University
Dr. Jimmy Sanderson, Clemson University
Dr. Prashant Sansginy, Coastal Carolina University
Dr. Robbie South, Lander University
Dr. Charles Stowe, Lander University
Ms. Karen Todd, Academy One (via teleconference)
Mr. Jack Ungoro, Trident Technical College
Dr. Benjamin White, Clemson University
Dr. John B. Williams, S.C. State University

1. Introductions

Ms. Renea Eshleman called the meeting to order at 10:02 a.m. She welcomed all in attendance and asked institutional representatives and visitors to introduce themselves.

2. Consideration of Minutes of October 11, 2012

Ms. Eshleman requested a motion to accept the minutes of October 11, 2012, as distributed. The motion was **moved** (Varnet) and **seconded** (Drueke) and the Committee **voted unanimously to accept the minutes as presented.**

3. Discussion Item: State Authorization Reciprocity Agreement (SARA), an Initiative to Reduce State Barriers to Distance Learning Providers

Ms. Eshleman presented a brief report on the national initiative for reciprocity and licensing. She informed the Committee that she would attend a national meeting as a representative of the Commission in April regarding this initiative. She explained that the initial understanding by many institutions is that this nationwide reciprocity agreement would eliminate a university's need to be licensed in individual states. Ms. Eshleman stated that this understanding is partly true but that the initiative will also impose more regulation and approval mechanisms on both institutions and state agencies. She informed the Committee that she hopes more information will be available after the national meeting.

4. Consideration of New Program Proposals

a. Aiken Technical College, A.A.S., Nuclear Quality Systems

Dr. Rivers introduced the program proposal from Aiken Technical College. A motion to approve the proposed program was **moved** (Rivers) and **seconded** (Luke). Dr. Rivers then explained that the proposed program is based on industry-recognized standards established through the Nuclear and Power Operations. She informed the Committee that the degree will support local and regional workforce needs created by the presence of four new nuclear reactor buildings and three existing reactors. She explained that there are no similar programs in the S.C. Technical College System. Dr. Rivers also stated that the College received two grants that will provide additional support for the program.

The Committee **voted unanimously to accept** the new program proposal for Aiken Technical College to offer a program leading to the Associate in Applied Science degree in Nuclear Quality Systems, to be implemented in Fall 2013.

b. The Citadel, M.A., Sport Management

Dr. Hines introduced the planning summary from The Citadel. A motion to approve the proposed program was **moved** (Hines) and **seconded** (Drueke). Dr. Hines explained that The Citadel currently has a successful graduate certificate program in this field, and the population growth of Charleston and the proliferation of sports organizations and professional teams in the area created a demand for the proposed program. He informed the Committee that a similar program exists at USC Columbia, but that The Citadel's proposed program will be offered part-time in the evening and target working adults.

The Committee **voted unanimously to accept** the new program proposal for The Citadel to offer a program leading to the Master of Arts degree in Sport Management, to be implemented in Fall 2013.

c. The Citadel, M.Ed., Interdisciplinary STEM Education

Dr. Hines introduced the new program proposal from The Citadel. A motion to approve the proposed program was **moved** (Hines) and **seconded** (Priest). Dr. Hines described the proposed program as a distinctive program addressing acute needs regionally, statewide, and nationally. He explained that this degree program would be associated with The Citadel's STEM Center of (Teaching) Excellence and will be supported by grant funding. He stated that the program will be offered online, is the only one of its type in S.C., and has already generated interest among teachers. Dr. Ford asked whether incoming students stay in a cohort. Dr. Hines answered that The Citadel will use cohorts to initially launch the program.

The Committee **voted unanimously to accept** the program proposal for The Citadel to offer a program leading to the Master of Education degree in Interdisciplinary STEM Education, to be implemented in January 2014.

d. Clemson University, B.A., Pan-African Studies

Dr. Jackson introduced the program proposal from Clemson University. A motion to approve the proposed program was **moved** (Jackson) and **seconded** (Mash). Dr. Jackson presented background information about the four proposed programs being presented. She stated that Clemson's traditional focus is the creation of programs in STEM fields, but that the University's administration recently realized a need to create several liberal arts programs through campus and national surveys. She stated that most of the proposed programs are currently offered as minors.

Dr. Jackson described the Pan-African Studies program as having an interdisciplinary approach to the African diaspora with an emphasis on the contributions Africans have made to contemporary Western society. She stated that Clemson anticipates students using this degree as a stepping stone to apply to graduate studies or as a double major.

Dr. Hines asked whether Clemson offers any African languages. Dr. Jackson answered that it does not currently offer any African language but that the University might consider it in the future and has also discussed the possibility of Clemson students taking language courses at USC Columbia.

ACAP members discussed the importance of liberal arts offerings and expressed strong support for Clemson expanding its offerings to add more programs in the liberal arts. The Committee had a general conversation regarding the need to communicate the importance of liberal arts degrees, especially to leaders of South Carolina.

The Committee **voted unanimously to accept** the program proposal for Clemson University to offer a program leading to the Bachelor of Arts degree in Pan-African Studies, to be implemented in Fall 2013.

e. Clemson University, B.A., Religious Studies

Dr. Jackson introduced the program proposal from Clemson University. A motion to approve the proposed program was **moved** (Jackson) and **seconded** (Drueke). Dr. Jackson explained that the proposed program is founded in the histories, scriptures, rituals, mythologies, ethics, and beliefs of religious communities as they have been situated in specific geopolitical contexts throughout the past three millennia. She emphasized that the program will not focus on any one religious entity, but instead focus on how religion both historically and theoretically motivates, provides meaning for, and helps to organize human life. Dr. Jackson shared one learning outcome to be the method of studying religions as they relate to other global issues.

Dr. Sheehan expressed support for the program. He stated that in his career he has witnessed majors in this field attract significant funding for endowed professorships which allowed institutions to solicit millions of dollars for their programs. Mr. Drueke added that Winthrop University offers a program that combines philosophy and religious studies and therefore should be included in a listing of similar programs.

The Committee **voted unanimously to accept** the program proposal for Clemson University to offer a new program leading to the Bachelor of Arts degree in Religious Studies, to be implemented in Fall 2013.

f. Clemson University, B.A., Sports Communication

Dr. Jackson introduced the program proposal from Clemson University. A motion to approve the proposed program was **moved** (Jackson) and **seconded** (Sheehan). Dr. Jackson explained that the program will focus on the specific communication used in sports arenas. She stated that the University's regional location between Atlanta and Charlotte provides access to six different professional sports teams. She informed the Committee that Clemson faculty members have been involved in the field and work in Clemson's marketing and management departments.

Mr. Drueke informed Dr. Jackson that the listing of similar programs provided in the proposal is not complete. He referred to one of the program's goals of law and ethics and then asked why Clemson does not include a course on that subject in the program's curriculum. Dr. Sanders answered that these topics are prevalent and imbedded in several courses listed in the curriculum. Mr. Drueke expressed Winthrop's concerns about internships in Charlotte. Dr. Sanders answered that the internships for the degree are local.

Ms. Eshleman presented a concern from CHE staff regarding the degree being too focused for today's job market. She asked specifically whether a graduate would have job opportunities in the broader field of communications if a specific job was not available in the sports arena. Dr. Jackson responded that Clemson is not concerned about too narrow of a focus because the core courses of the degree translate across the breadth of the communications field.

The Committee **voted unanimously to accept** the program proposal for Clemson University to offer a new program leading to the Bachelor of Arts degree in Sports Communication, to be implemented in Fall 2013.

g. Clemson University, B.A., Women's Leadership

Dr. Jackson introduced the program proposal from Clemson University. A motion to approve the proposed program was **moved** (Jackson) and **seconded** (Drueke). Dr. Jackson explained that Clemson currently offers a successful minor in Women Studies and creating this degree program will allow female students to gain leadership knowledge and skills while seeking a second major in a different field if so desired.

The Committee **voted unanimously to accept** the program proposal for Clemson University to offer a new program leading to the Bachelor of Arts degree in Women's Leadership, to be implemented in Fall 2013.

h. Coastal Carolina University, Ph.D., Marine Science

Dr. Sheehan introduced the program proposal from Coastal Carolina University. A motion to approve the proposed program was **moved** (Sheehan) and **seconded** (Myers). Dr. Sheehan highlighted steps taken towards offering this degree, including revising the University's mission statement, partnering with Clemson University, and receiving approximately \$1M from the state in last year's budget for the purchase of a new research ocean vessel. He explained that the program is designed to be small with a maximum of nine students at one time. He also stated that due to the expense of the program, non-state monies will be used to support it.

Dr. Gayes explained that Coastal signed MOUs with Clemson, Savannah River National Lab, and the University of South Florida, all of which were initiated by those institutions. He stated that Coastal is open to creating cooperative agreements with other institutions, including the College of Charleston and the University of South Carolina. Dr. Sheehan expressed Coastal's support of partnerships based on common needs as compared with partnerships mandated or directed by CHE that may not be sustainable. Dr. Varnet stated that USC Beaufort would be interested in collaboration.

Dr. Jackson asked whether this program will constitute a substantive change with the Southern Association of Colleges and Schools (SACS). Dr. Sheehan answered that Coastal has been working closely with SACS in regards to this program and will submit a substantive change to SACS within 30 days for an April consideration.

Dr. Finnigan asked how Coastal justifies the need for a second doctorate program in the state in this field. Dr. Gayes explained that the Coastal degree will take a systems approach with its degree. He referred to the four programs the state of North Carolina supports and stated that having two programs in the state will make S.C. competitive with other states.

Ms. Eshleman explained that staff concerns have included the duplication of USC's degree and the costs of the program. She mentioned that Commissioners might question providing an expensive new program that will be funded through undergraduate tuition. Dr. Sheehan responded that Marine Science is one of Coastal's largest incoming undergraduate majors and that the doctoral degree will provide more opportunity for these undergraduates to follow the path to receiving a doctoral degree. Dr. Sheehan also explained that the University has spent years developing the plan for this degree including addressing the costs of providing the degree. He also added that the development and implementation of the Ph.D. will add more value to students pursuing the undergraduate degree.

Dr. Hines expressed support for the program and described the state's coastal regions as one of its greatest resources. He suggested that multiple state agencies and state institutions create a multi-prong initiative to support and sustain this great state resource.

The Committee **voted unanimously to accept** the program proposal for Coastal Carolina University to offer a new program leading to the Doctor of Philosophy degree in Marine Science, to be implemented in Fall 2013.

i. Lander University, B.A./B.S., Interdisciplinary Studies

Dr. Mash introduced the program proposal from Lander University. A motion to approve the proposed program was **moved** (Mash) and **seconded** (Myers). Dr. Mash explained that the proposed program is a re-design of a past program. He stated that the program highlights the best qualities of a liberal arts education and then he introduced Dr. Taylor-Colbert to answer more specific questions.

Dr. Sheehan stated that Coastal has a similar degree which has proven to be an incubator for new majors. He stated that the greatest difficulty is explaining what the degree name means to parents. Dr. Taylor-Colbert said that Lander shares that concern.

Dr. Mash shared that Lander believes this program will be a great degree for bright students who are undecided. He explained that Lander hopes the program will have high retention and completion value.

Dr. Ford asked about the application of the degree program. She expressed concern that the program does not require an internship or applied experience in that the capstone experience seems to be theoretical in nature. She added that having an applied experience might aid more understanding and support for the program and its graduates' employment value. Dr. Taylor-Colbert responded that an internship option is a possibility.

Dr. Jackson asked whether the degree is a self-designed one. Dr. Taylor-Colbert answered that the program is not a completely individualized degree. She stated that department chairs and faculty members will create a module/template that students can follow in a flexible way.

The Committee **voted unanimously to accept** the program proposal for Lander University to offer a new program leading to the Bachelor of Arts/Bachelor of Science degree in Interdisciplinary Studies, to be implemented in Fall 2013.

j. Lander University, M.S., Emergency Management

Dr. Mash introduced the program proposal from Lander University. A motion to approve the proposed program was **moved** (Mash) and **seconded** (Jackson). Dr. Mash introduced Dr. Stowe to answer specific questions. Dr. Stowe explained that the program is being proposed in part because of workforce demands. He explained that many individuals in the field do not have advanced training and knowledge, but are consumed with daily operational issues. He informed the Committee that the degree targets those with experience in the field who desire more knowledge of emergency management, whether dealing with a man-made or natural emergency.

Dr. Sheehan asked what the demand is for master's level-trained individuals. Dr. Stowe answered that Lander sees the demand for this degree partly due to the National Guard's role in emergency management and that a National Guard member must obtain a master's degree for

promotion to a higher rank. He also provided examples of demand within the US Army and in various crisis-management organizations.

Dr. Jackson expressed Clemson's support and referred to a popular and successful similar program at Clemson.

The Committee **voted unanimously to accept** the program proposal for Lander University to offer a new program leading to the Master of Science degree in Emergency Management, to be implemented in Fall 2013.

k. Lander University, M.S.N., Clinical Nurse Leader

Dr. Mash introduced the program proposal from Lander University. A motion to approve the proposed program was **moved** (Mash) and **seconded** (Jackson). Dr. Mash referred to the discussion about USC Upstate's program.

ACAP members discussed the issue of collaboration with USC Upstate's proposed program at length and ultimately decided that collaboration was not necessary because of sufficient demand to support both programs.

ACAP members also discussed the importance of having faculty credentialed in the field in order to offer the program. The members agreed that faculty should move towards being certified but since it was not required for accreditation, then it should not prevent offering the program.

The Committee **voted unanimously to accept** the program proposal for Lander University to offer a new program leading to the Master of Science in Nursing degree in Clinical Nurse Leader, to be implemented in Spring 2014.

l. South Carolina State University, M.S., Energy and Environmental Science

Dr. Luke introduced the program proposal from South Carolina State University. A motion to approve the proposed program was **moved** (Luke) and **seconded** (Jackson). Dr. Luke explained that the proposed program will be offered on the main campus in a traditional format and is designed for the profession's growing need for managers. He stated that the industry is expanding nationally and that the entry level in the profession requires a master's degree. He informed the Committee that expected employment in environmental science is expected to increase 22% from 2010-2020. He explained that graduates will be trained according to federal laws and regulations and their salaries will be competitive. Dr. Luke referred to the energy industry in S.C., specifically mentioning the nuclear energy industry.

Dr. Sheehan asked about the budget and more specifically about the discrepancy between the staff personnel budget and narrative. Ms. Eshleman suggested that S.C. State revise the proposal in order to make sections consistent. Dr. Luke stated that a current faculty member will serve as the academic program coordinator and that the University plans to hire adjunct faculty to support the program.

The Committee **voted unanimously to accept** the program proposal for South Carolina State University to offer a new program leading to the Master of Science degree in Energy and Environmental Science, to be implemented in Fall 2013.

m. Tri-County Technical College, A.A.S., Computer Numerical Control (CNC) Programming and Operations

Dr. Rivers introduced the program proposal from Tri-County Technical College. A motion to approve the proposed program was **moved** (Rivers) and **seconded** (Jackson). Dr. Rivers reported to the Committee that the Technical Advisory Committee has recognized and communicated the need for Tri-County to deliver graduates with a greater array of skills than the existing machine tool technology. She explained that Tri-County plans to replace the current Machine Tool Technology degree with the proposed program. She stated that S.C. has a high need and that the industry provides competitive salaries for graduates in the field. She also explained that Tri-County received grant funding to offset new costs.

The Committee **voted unanimously to accept** the program proposal for Tri-County Technical College to offer a new program leading to the Associate in Applied Science degree in Computer Numerical Control (CNC) Programming and Operations, to be implemented in Fall 2013.

n. Trident Technical College, A.A.S., Homeland Security Management

Dr. Rivers introduced the program proposal from Trident Technical College. A motion to approve the proposed program was **moved** (Rivers) and **seconded** (Sheehan). Dr. Rivers explained that the College surveyed state and local employers and found a high need for this degree. She stated that the program's focus is on the investigation, interception, and detection of external threats.

Dr. Sheehan asked that Coastal's degree be included in the proposal as an example of a Bachelor's degree currently offered in the state.

Dr. Jackson asked whether the program is a terminal degree. Dr. Rivers answered that she would have to research the possibility of transfer. Dr. Sheehan then stated that a terminal degree might be limiting.

The Committee **voted unanimously to accept** the program proposal for Trident Technical College to offer a new program leading to the Associate in Applied Science degree in Homeland Security Management, to be implemented in Fall 2013.

o. University of South Carolina Columbia, B.A., Environmental Studies

Dr. Finnigan introduced the program proposal from University of South Carolina Columbia. A motion to approve the proposed program was **moved** (Finnigan) and **seconded** (Drueke). Dr. Finnigan explained that the degree is meant to prepare students for new environmental challenges with education other than scientific. She stated that current green sector jobs offer non-science opportunities in the field in policy and management positions. She explained that the program will integrate the disciplines of the humanities and social sciences.

Dr. Sheehan asked about the difference between the B.A. and B.S. degrees. Dr. Geidel responded that the second half of the B.S. degree involves more advanced comprehensive science courses whereas the second half of the B.A. degree involves environmental literature, history, geography, and policy courses.

Dr. Byrnes explained that students in this degree must have minimal science knowledge but that the degree is not completely scientifically focused.

The Committee **voted unanimously to accept** the program proposal for University of South Carolina Columbia to offer a new program leading to the Bachelor of Arts degree in Environmental Studies, to be implemented in Fall 2013.

p. University of South Carolina Columbia, B.S., Integrated Information Technology

Dr. Finnigan introduced the program proposal from University of South Carolina Columbia. A motion to approve the proposed program was **moved** (Finnigan) and **seconded** (Varnet). Dr. Finnigan explained that the University has offered several evolutionary stages of this degree but as technology advances, the degree must also change to meet today's business needs. She recounted the evolution of the program and stated that the program being proposed offers the study of the design of information technology systems.

The Committee **voted unanimously to accept** the program proposal for University of South Carolina Columbia to offer a new program leading to the Bachelor of Science degree in Integrated Information Technology, to be implemented in Fall 2013.

q. University of South Carolina Upstate, M.S.N., Clinical Nurse Leader

Dr. Harrington introduced the program proposal from University of South Carolina Upstate. A motion to approve the proposed program was **moved** (Harrington) and **seconded** (Sheehan). Dr. Harrington referred to USC Upstate faculty who could answer specific questions about the program. Dr. Mash asked USC Upstate to address the collaborative discussion regarding Lander's proposed degree in the same area. Dr. South from Lander described Lander's request to collaborate on pre-site visits and core courses. Dr. Gibbs from USC Upstate added that the program does not need additional faculty and that it already has a collaborative agreement with USC Aiken to offer the core courses.

ACAP members discussed at length the issue of collaboration with Lander's proposed program and ultimately decided that collaboration was not necessary because of sufficient demand to support both programs.

ACAP members also discussed the importance of having faculty credentialed in the field in order to offer the program. The members agreed that faculty should move towards being certified but, since it was not required for accreditation, it should not prevent offering the program.

The Committee **voted unanimously to accept** the program proposal for University of South Carolina Upstate to offer a new program leading to the Master of Science in Nursing degree in Clinical Nurse Leader, to be implemented in Fall 2014.

5. Consideration of Revised Guidelines for Federal *Improving Teacher Quality* Competitive Grants Program, FY 2014-2015

Ms. Eshleman introduced this item. A motion to approve the Guidelines was **moved** (Jackson) and **seconded** (Hines). Ms. Eshleman explained that the revised Guidelines contained a few minor editorial revisions, including updating the years.

The Committee **voted unanimously to accept** the Revised Guidelines for Federal *Improving Teacher Quality* Competitive Grants Program, FY 2014-2015.

6. Consideration of Revised Guidelines for *EIA Centers of (Teacher Education) Excellence* Competitive Grants Program, FY 2014-2015

Ms. Eshleman introduced this item. A motion to approve the Guidelines was **moved** (Jackson) and **seconded** (Hines). Ms. Eshleman explained that the revised Guidelines contained a few minor editorial revisions, including updating the years.

The Committee **voted unanimously to accept** the Revised Guidelines for EIA Centers of (Teacher Education) Excellence Competitive Grants Program, FY 2014-2015.

7. Information Item: Smarter Balanced Assessment Consortium (SBAC)

In Dr. Gregg's absence, Ms. Houp presented an update on the Smarter Balanced Assessment Consortium. She referred to a handout distributed to the Committee members. She reminded the Committee that higher education entities are focused on the 11th grade assessment of the common core standards because, if a student completes the 11th grade assessment, the student is considered college-content ready.

Ms. Houp explained to the Committee that Dr. Gregg was unable to attend today's meeting because she is currently attending a Smarter Balanced meeting. Ms. Houp reviewed the Smarter Balanced meeting's topics, including the sustainability plan, governance document amendment, achievement level descriptors, and college content readiness policy.

Ms. Houp explained that a vote regarding the college content readiness policy did not pass due to language implying that colleges must exempt a student from remedial classes if that student achieves a certain level of readiness. She stated that the vote did not pass because consortium members want institutions of higher education to participate in discussions regarding a student's need or exemption of remedial classes.

Dr. Jackson expressed concerns about the definition of college content readiness in mathematics. She stated that there is a difference between being ready for algebra and being ready for calculus. Ms. Houp stated that the assessment would measure readiness for the lowest entry level college course, i.e., algebra. Dr. Jackson responded then that this test would not measure Clemson's STEM majors in mathematical readiness. She stated that this information should be clearly communicated to students, parents, the S.C. Department of Education, and to Commissioners.

8. Information Item: Update on SC TRAC User Group Conference & Implementation of Virtual Transfer Advisor

Ms. Houp presented an update about SC TRAC. She reported that the most recent User Group conference was a success with a large turnout of institutional representatives. She stated that the conference provided an opportunity for institutions to submit feedback which helps the project move forward and improve annually.

Ms. Houp also explained the implementation of the Virtual Transfer Advisor functionality. She explained that Transfer Planning Guide functionality was included in the original contract with Academy One, but that the plan for implementation has changed. She informed the Committee that SC TRAC will use the Virtual Transfer Advisor which builds off of the equivalency mapping system already in place to fulfill this part of the contract.

Ms. Houp stated that Academy One will codify existing bachelor degree programs at the institutions so that a student using SC TRAC can determine how courses will transfer for and be able to research the remaining courses he or she needs to complete a bachelor's degree at a particular public college or university. Ms. Houp stated Academy One needs to collect the degree requirements from the institutions. She explained that a focus group will be created with one representative per institution participating in order to determine how degrees and their requirements will be codified. She acknowledged the fast pace of the process and stated that Academy One and CHE hope to implement this feature within two years.

Dr. Jackson asked what type of representative is needed to serve on the focus group. Ms. Houp answered a representative familiar with institutions' degree programs such as a registrar.

9. Presentation of *Notifications of Program Changes and/or Terminations, October 2012 through February 2013*

Ms. Eshleman introduced the item for information only.

10. Other Business

Dr. Ford addressed the presentation and explanation of costs in program proposals. She stated that among the proposals offered at the meeting, there were several different calculation methods to determine costs and revenue. She then asked whether CHE is planning to provide guidance on the issue. Ms. Eshleman stated that she recognizes the issue and hopes that a uniform method will be determined in the near future. Dr. Hines mentioned the possibility of forming a task force among Committee members, staff, and Commissioners to discuss a conceptual framework regarding Commissioners' informational needs and requests.

Ms. Eshleman presented the Committee with the opportunity to create a white paper for the Commissioners regarding the value of liberal arts degrees. She asked the institutions if they were interested to provide names of institutional representatives who would help create the paper. The Committee expressed general support. Dr. Hines stated that the Association of American Colleges and Universities has ample material which could be used in this endeavor. He agreed to gather select materials for use in the white paper. Mr. Drueke expressed his willingness to help in this endeavor as well.

Ms. Eshleman provided information to the Committee regarding various CHE staffing changes. She then thanked everyone for attending the meeting. There being no further business, the meeting was adjourned at 1:15 p.m.