

Advisory Committee on Academic Programs

Minutes of July 14, 2010

Members Present

Dr. T. Michael Raley, Chair
Dr. Richard Chapman, Francis Marion
Univiversity
Dr. Marsha Dowell, USC-Upstate
Dr. Ron Drayton, Midlands Technical
College
Dr. George W. Hynd, College of Charleston
Dr. Gina Mounfield, Technical College of the
Lowcountry (via teleconference)
Dr. Suzanne Ozment, USC-Aiken
Dr. Chris Plyler, USC System
Dr. Carolyn Stewart, York Technical College
Dr. Harvey Varnet, USC-Beaufort

Guests Representing Members

Dr. Kris Finnigan, USC-Columbia,
representing Dr. Michael Amiridis
Dr. Debbie Jackson, Clemson (via
teleconference), representing
Dr. Doris Helms
Dr. Tara McNealy, The Citadel,
representing Dr. Sam Hines
Mr. Tom Nelson, Lander University,
representing Dr. Danny McKenzie
Mr. Tim Druke, Winthrop, representing
Dr. Tom Moore
Dr. Barbara Buckner, Coastal Carolina,
representing Dr. Robert Sheehan

Staff Present

Dr. Argentini Anderson
Ms. Laura Belcher
Mr. Arik Bjorn
Ms. Camille Brown
Ms. JoAnne Gardner
Ms. Lane Goodwin
Ms. Trena Houpp
Mr. Clint Mullins

Guests

Dr. Warren Carson, USC-Upstate
Dr. David Cohen, College of Charleston
Dr. Michael Flynn, College of Charleston
Dr. Mary Beth Heston, College of
Charleston
Dr. Jenifer Kopfman, College of Charleston
Dr. Cynthia Lowenthal, College of
Charleston
Dr. Deborah Miller, College of Charleston
Dr. Judith Neufeld, Lander University
Dr. Martin Perlmutter, College of
Charleston
Mr. Dave Stanley, AcademyOne (via
teleconference)
Ms. Karen Todd, AcademyOne (via
teleconference)
Dr. Fran Welch, College of Charleston

Dr. Mike Raley called the meeting to order at 10:09 a.m. and welcomed all in attendance. He then asked the institutional and audience members to introduce themselves.

Dr. Raley asked for a change in the agenda and introduced Ms. Camille Brown, CHE's Chief Information Officer. Ms. Brown reported to the Committee about a federal grant awarded to the S.C. Department of Education for \$14.9 million, of which \$4.3 million is allocated to CHE. She explained that the grant proposal was submitted by the S.C. Department of Education in collaboration with CHE to create and formalize a P-20 longitudinal data system. She informed the Committee that CHE's goals include enhancing the current data system to more easily access the stored data; expanding the e-transcript system to include data transferred from college to

college; pursuing a statewide contract with the National Student Loan Clearinghouse for tracking students; and pursuing a statewide contract with the Employment Security Commission for workforce data about college graduates.

1. Consideration of Minutes of March 18, 2010

Dr. Raley requested a motion to accept the minutes of March 18, 2010, as distributed. The motion was **moved** (Chapman) and **seconded** (Nelson), and the Committee **voted unanimously to accept the Minutes as distributed.**

2. Consideration of Program Planning Summaries

a. B.A., Asian Studies, College of Charleston

Dr. Hynd introduced the planning summary from the College of Charleston. It was **moved** (Hynd) and **seconded** (Drayton). Dr. Hynd explained that the Asian Studies program was created out of the College's School of Languages, Cultures and World Affairs which was created in 2006 and offers instruction in 13 languages. Dr. Hynd continued by stating that the College is seeking to prepare students for the global market through the creation of this new program. He informed the Committee that the Asian Studies program will build on the College's strengths and will collaborate with four Asian language specialties including Arabic, Hindi, Japanese and Chinese. He reported to the Committee that a few universities in the state offer Asian Studies minors, but the College's program, if approved, would be the only major in the field to be offered in the state.

Mr. Mullins asked whether upper division language courses in the four specialty languages will be offered through the program. Dr. Cohen responded that with the exception of Hindi, all the languages are taught at the 300 level as well as at lower division levels. Mr. Mullins asked whether the College had plans to expand the offerings to the 400 level. Dr. Heston answered affirmatively if the need arises.

Dr. Raley referred to the College's new strategic plan and asked how many more new program proposals the College intends to submit to CHE in the near future. Dr. Cohen answered that the College is considering several additional interdisciplinary programs which build on the institution's strengths and complement the new strategic plan.

Dr. Buckner suggested that the College conduct an employer survey for S.C. and the region to gain information about available jobs for graduates and to include the survey results in its full proposal for Asian Studies. Dr. Raley suggested that the College research the offerings of S.C.'s independent colleges and universities and include the results in the full proposal. Dr. Hynd thanked the Committee for the feedback.

The Committee **voted unanimously to accept** the planning summary for the College of Charleston to develop a new program leading to the B.A. degree in Asian Studies, to be implemented in Fall 2012.

b. B.A., Jewish Studies, College of Charleston

Dr. Hynd introduced the planning summary from the College of Charleston. It was **moved** (Hynd) and **seconded** (Nelson). Dr. Hynd informed the Committee that the Jewish Studies program, like the Asian Studies program, will build on the strengths of the School of Languages, Cultures and World Affairs. He explained that the minor in Jewish Studies was established at the College in 1990, and it continues to be a popular and growing choice among students. He reported to the Committee that 700 students at the College have described themselves to be of the Jewish faith, and there is a rich Jewish life program on campus. Dr. Hynd informed the Committee that only a few majors in Jewish Studies exist in the Southeast and therefore, if approved, the program at the College will be the only one offered in the state. He also mentioned the active Jewish community of Charleston and the support and resources it has provided for the creation of the program.

Dr. Buckner reiterated her suggestion that the College conduct an employer survey for the state and the region to gain information about available jobs for graduates and to include the survey results in its full proposal for Jewish Studies. Dr. Hynd thanked her for the suggestion. Dr. Raley suggested that the College investigate the regional universities which offer Jewish Studies to determine their programs' enrollment figures and sustainability. Ms. Gardner stated that this program might be considered for the Academic Common Market, which would provide access to students across the region.

The Committee **voted unanimously to accept** the planning summary for the College of Charleston to develop a new program leading to the B.A. degree in Jewish Studies, to be implemented in Fall 2011.

c. B.A., A.B., B.S., Public Health, College of Charleston

Dr. Hynd introduced the planning summary from the College of Charleston. It was **moved** (Hynd) and **seconded** (Buckner). Dr. Hynd presented statistics from the summary regarding the need for better trained public health employees. He informed the Committee of a U.S. Department of Health and Human Services recommendation to increase the number of four-year colleges and universities which offer public health or related majors and minors. He explained that possible employers for the program's graduates were included in the summary, and this program would be the only one of its kind offered by a public institution in the Lowcountry. He continued by reporting that the program would benefit from a strong relationship with MUSC for internships and extracurricular activities. He also commented that the program would be an interdisciplinary one housed jointly in the School of Education, Health and Human Performance and the School of Humanities and Social Sciences.

Dr. Finnigan suggested that in the full proposal the College clarify the distinction between the proposed program and the College's Health Promotion concentration in Physical Education. Dr. Jackson notified Dr. Hynd that Clemson offers a similar program entitled Health Science and that Clemson would be interested in working with the College of Charleston in any way. Dr. Raley encouraged the College to include in its full proposal information on the impact of state budget reductions for state public health agencies and the opportunities available for graduates. Dr. Hynd thanked the Committee members for their input.

The Committee **voted unanimously to accept** the planning summary for the College of Charleston to develop a new program leading to the B.A., A.B., B.S. degree in Public Health, to be implemented in Fall 2011.

d. M.Ed., Teaching and Learning, Lander

Mr. Nelson introduced the planning summary from Lander. It was **moved** (Nelson) and **seconded** (Hynd). Mr. Nelson explained that the program, if approved, will eventually replace the University's Master of Education in Elementary Education program. He informed the Committee that Lander seeks the program's approval for two main reasons: to respond to its immediate service area and to respond to the general changes in teacher education.

Dr. Buckner informed Mr. Nelson that Coastal has a similar program but was not listed in the summary. Dr. Raley presented several questions and concerns from CHE staff. He asked about the extensive use of adjunct faculty in the undergraduate program and NCATE's response to this use of adjuncts. He expressed concern about the number of courses which would need to be developed given the statement in the summary that the program would not incur significant additional expense. He also inquired whether the four concentration areas need to meet Specialty Professional Associations (SPA) Standards. He then expressed concern that only one course in the curriculum could support the major area of ESOL. He suggested that Education 656 be a core course in every concentration. He also stated that the full proposal needs to explain how the Middle level curriculum differs from that offered at the undergraduate level. Mr. Nelson thanked the Committee members and staff for their input.

The Committee **voted unanimously to accept** the planning summary for Lander to develop a new program leading to the M.Ed. degree in Teaching and Learning, to be implemented in May 2011.

3. Consideration of Transfer Guide for Education Programs

Dr. Raley introduced this item. It was **moved** (Varnet) and **seconded** (Ozment). Ms. Houpp explained that the Transfer Guide was created over nine months through five meetings of representatives from the state's education programs. She reported to the Committee that the representatives collaborated well and kept students' best interests in mind while creating the document.

Dr. Dowell suggested that the explanation accompanying the N/A symbol throughout the document should be changed from: *N/A indicates that the course does not transfer.* to *N/A indicates that the course does not transfer towards the degree.* Ms. Houpp agreed with the change to make the revision before posting the document on the CHE website and SCTRAC.

The Committee **voted unanimously to accept** the Transfer Guide for Education Programs as amended.

4. Update on Various CHE Initiatives

a. DegreeSC (Lumina Pre-Proposal Results, etc.)

Dr. Raley informed the Committee for information only that CHE was not selected to submit a full grant proposal for *DegreeSC* to the Lumina Foundation. He also reported that the July 2010 meeting of the *DegreeSC* task force was cancelled due to an estimated low attendance and that the next meeting of the task force is scheduled for September 21, 2010.

b. SC TRAC Usage Metrics & Test Equivalency Options

Dr. Raley introduced this agenda item for the Committee's information. Mr. Mullins presented a video showing the SCTRAC public service announcement created by the S.C. Education Lottery for use throughout the state. He also facilitated the distribution of several handouts illustrating the number and source of visits and pageviews for the SCTRAC website since its inception. He then reviewed the handouts with the Committee. Mr. Mullins encouraged the Committee members to discuss on their individual campuses strategic website locations for SCTRAC links.

Mr. Mullins continued by giving an update on the Coursework Importer implementation. He reported that all institutions, except for ones which have major Banner implementations currently underway, are now online. He informed the Committee that the College of Charleston's implementation is currently in progress and should be completed soon; Winthrop and The Citadel's implementations still remain on schedule; and that the Coursework Importer importation for one technical college, Central Carolina, remains incomplete.

Dr. Buckner commented about the success of SCTRAC on Coastal's campus in helping students and reported to the Committee that Coastal has committed one person in the registrar's office to SCTRAC. Dr. Varnet asked whether the handouts could be sent electronically to the Committee members as well as to the Information Technology personnel at the institutions. Mr. Mullins answered that the material would be sent to ACAP members.

Dr. Varnet also asked whether the public service announcement had been shown on stations outside S.C., such as in Charlotte or Savannah. Mr. Mullins answered that the announcement had only aired in the state but that he would check to see whether it was possible to air it in venues outside the state. Mr. Mullins encouraged the Committee members to share the benefits of SCTRAC with their respective legislative liaisons so that the General Assembly could understand how important the project is for students' educational success in the state.

Ms. Houpp presented information on Advanced Placement (AP) and International Baccalaureate (IB) Test Equivalency Options on SCTRAC. She explained that in the process of implementing and testing SCTRAC, AcademyOne and CHE staff noticed that some institutions represented on SCTRAC showed that they had equivalencies for AP courses and some did not, even though staff knew that all institutions accept AP credit. She continued by describing a proposal for creating equivalencies for AP and IB courses that will display on SCTRAC and therefore represent compliance with CHE policy.

Ms. Houpp introduced Ms. Karen Todd, Vice President and General Manager of AcademyOne. Ms. Todd described to the Committee the process that AcademyOne is using to create the equivalencies for AP & IB courses. She explained that AcademyOne will load draft equivalencies for 33 AP tests and 32 IB higher level tests for each institution, while the institutions will be responsible for using the course equivalency management center to handle each proposed equivalency and equate each of the tests to the institutions' courses for which credit is awarded. Ms. Todd also explained that the students will be notified of any exemptions an institution might have to accepting test credit.

Ms. Todd also notified the Committee that the AcademyOne system could support other tests, including the College Level Examination Program (CLEP) and DANTES Subject Standardized Tests (DSST). Mr. Mullins clarified that institutions are free to take advantage of this particular functionality, but it would not be enacted statewide since there is not a policy regarding these exams.

c. S.C. Course Alignment Project

Dr. Raley introduced this agenda item for the Committee's information. Ms. Houpp reported that the pilot paired courses for the S.C. Course Alignment Project taught in 32 classrooms across the state have recently been completed. She stated that 300 course documents have been developed, and feedback data is currently being analyzed in order to revise these documents as needed.. She informed the Committee that once revisions are made to the paired course materials, then regional workshops will be held to garner additional participants.

Ms. Houpp continued by stating that the Pickens school district has requested permission to use the revised Math Tech 4 curriculum for all its schools in the upcoming school year, because instructors were thoroughly pleased with the revised courses. She added that the project plans to track the students in the Pickens school district to determine whether the revised courses help them place into credit-bearing math courses.

Ms. Houpp also informed the Committee that the pilot course participants thought the main benefit of the project was the collaboration between high school and college faculty. Lastly, she explained that the project is completing a video of clips from the pilot courses and that the video will be shared with the Committee once it is complete.

5. Annual Report on Academic Common Market, Calendar Years 2008-2009

Dr. Raley introduced this item for information. He informed the Committee that South Carolina continues to bring into the state through the Academic Common Market more students than it certifies to go out-of-state.

6. Annual Report on Approved and Terminated Programs, FY 2009-2010

Dr. Raley introduced the item for information. He emphasized the importance of this report, especially in light of the current economic climate. He informed the Committee that the report shows that institutions terminate more programs than create new ones. He explained a slight change from last year's report in that some of the comparison charts are limited to degree programs.

Dr. Varnet inquired about the response from CHE of Dr. Gail Morrison's white paper on program duplication. Dr. Raley explained that he did not know whether the white paper was distributed to the Commission, but he agreed to check on its status. He did inform the Committee that plans for a panel presentation about the program approval process at a future CHE meeting are in progress. He mentioned that the October CHE meeting might be a strategic month to host the panel presentation.

In response to Mr. Nelson's comment, Dr. Raley explained that CHE staff are still considering the possibility of presenting Commissioners with a quarterly report on approved and terminated programs as compared with the current annual report. Dr. Hynd asked whether it would be possible for the Commissioners to review this detailed data at their annual retreat. Dr. Raley responded that he would make this suggestion and then thanked the Committee for its helpful feedback.

7. Notifications of Change and/or Termination, March-May, 2010

Dr. Raley presented the report for information.

8. Other Business

Dr. Raley thanked everyone for attending the meeting and reminded them that the next Advisory Committee meeting is scheduled for October 20, 2010. There being no further business, the meeting was adjourned at 11:24 a.m.