

**SC National Guard College Assistance Program (SCNG CAP)  
Review/Evaluation Committee Meeting  
Main Conference Room  
May 13, 2015  
10:00 a.m.**

**SC Air National Guard**

SMSgt. Ceomara Timmons

**SC Army National Guard**

CW2 Deborah Glenn

**Institutional Representatives**

Ms. Cindy Peachey, USC Columbia

Ms. Michelle Upchurch, Limestone College

**Guests**

Ms. Julie Frick, USC Columbia

**CHE Staff**

Ms. Lorinda Copeland

Dr. Karen Woodfaulk

**1. Introductions and Approval of Minutes**

Dr. Karen Woodfaulk introduced everyone in attendance. Dr. Woodfaulk asked for a motion to approve the minutes from the November 19, 2014, meeting. The motion was made (Peachey) and seconded (Upchurch) to accept the minutes as written. The minutes were accepted as written.

**2. Update – SCNG CAP Proposed Regulations**

Dr. Woodfaulk reported the proposed regulations were before the House and Senate committees. Dr. Woodfaulk provided an overview of the proposed changes - revised language for “academic year,” revised language regarding the annual maximum award, addition of required training for SCNG members, addition of American with Disabilities Act (ADA) language, expanded definition for “attempted hours” and revised definitions for “degree-seeking student” and “satisfactory academic progress”.

Dr. Woodfaulk stated that she hoped the proposed regulations would be approved during the current 2015 legislative session. If the proposed regulations are not approved during the current session, the proposed regulations will time-out on January 16, 2016, the first day of the 2016 legislative session, and will become official for the spring 2016 term. The proposed regulations will be treated as guidelines for the fall 2015 term.

**3. Update - Authorization to Review Student Records**

**- FERPA Release**

Dr. Woodfaulk provided an update on the FERPA Release. The FERPA Release was incorporated into the SCNG CAP application for the Air and Army National Guard. The FERPA Release is a direct student authorization which will make it easier for the auditor to review student records.

**4. Satisfactory Academic Progress (SAP)**

**- Regulations and Procedures Language (Academic versus Financial Aid)**

Dr. Woodfaulk stated there may be some ambiguity regarding the current Satisfactory Academic Progress (SAP) language. Dr. Woodfaulk asked if the current language meant

institutional or financial aid SAP. Ms. Cindy Peachey responded USC Columbia has one SAP policy which is Title IV and it is used for all state programs. Ms. Michelle Upchurch stated it is the same for Limestone College. Dr. Woodfaulk asked the institutional representatives if their interpretation is the same as other institutions because some institutions have a financial aid and an institutional policy. Ms. Upchurch responded her interpretation is financial aid because CAP is financial aid. Ms. Peachey responded financial aid is her interpretation. Dr. Woodfaulk asked if the SAP policy should be financial aid SAP or institutional SAP because there is ambiguity regarding the language. This would be an opportunity to clean up the language. Ms. Peachey responded financial aid SAP which would maintain consistency and is used for other state programs. Ms. Peachey stated every school does not have an institutional SAP and a financial aid SAP, but will have a financial aid SAP. Ms. Upchurch agreed. Dr. Woodfaulk responded the language would have to be revised to reflect as "required by Title IV" instead of "required by the institution". Dr. Woodfaulk stated there will be a review of the language for consistency and clarification.

## **5. SCNG CAP Program Evaluation**

### **a) Set of Evaluation Questions**

### **b) Survey Methodology**

Dr. Woodfaulk stated she wanted to discuss a program evaluation because members of the General Assembly may ask about outcomes. This should be an opportunity to demonstrate that the program is doing well based on measurements. Dr. Woodfaulk stated she does not have a concern about the program. However, she would like to develop a survey for the institutions and the recipients. Dr. Woodfaulk asked if institutional representatives could obtain on time graduation rates for CAP recipients. Ms. Peachey asked how is on time defined because recipients start, stop, and are deployed. SMSgt. Ceomara Timmons responded on time graduation rate could be removed from the question. Ms. Peachey stated information regarding the graduation rate can be provided at the end of the year. This information is provided for the Palmetto Fellows Scholarship recipients and she does not see why it cannot be provided for CAP recipients.

Dr. Woodfaulk asked if another possible question could be whether students incurred loans or how CAP assisted the student in meeting cost of attendance. Ms. Peachey responded the cost of attendance at USC Columbia is well over what CAP provides. There may be an impact but Ms. Peachey stated that she does not know if there is a way to measure if students took out loans despite CAP or if the student had enough funds. Dr. Woodfaulk stated that we need to determine how to share information about how the program is making an impact. Ms. Peachey responded the question is for the student versus financial aid because students will know why they did not take out loans.

Dr. Woodfaulk asked if there was a way for the institutions to determine the impact of CAP. Ms. Peachey responded she could not think of anything meaningful to report. Ms. Upchurch also responded she could not think of anything meaningful to report. Dr. Woodfaulk asked if there was a way to show the success of the participants besides graduation rates such as GPAS. Ms. Upchurch stated a GPA could be provided because the GPA and credit hours are reported for the Palmetto Fellows Scholarship recipients when these students graduate and this would not be any different for CAP recipients. Dr. Woodfaulk ask if there were other areas to demonstrate the success of the program. Ms. Peachey responded the number of students who received the award and the dollars awarded could be reported. SMSgt. Timmons suggested

attempted hours and SAP towards the degree program. Ms. Peachey responded CHE has the attempted hours because this information is included in the verification file forwarded to CHE. Dr. Woodfaulk responded attempted hours would show progress towards the degree program.

Dr. Woodfaulk asked if there was anything on the National Guard side to demonstrate how the program impacts the Guard in recruitment and retention. SMSgt. Timmons responded that perhaps retention rates could be used. CW2 Deborah Glenn stated there is so much diversity among the recipients on the Army side because there are older and new members. CW2 Glenn stated it would be difficult to say without individually asking the members if they stayed in the Guard because of CAP. CW2 Glenn stated an argument can be made that CAP is a unique asset to the Guard to recruit and retain and is an asset that Active Duty and the Reserves do not have. Dr. Woodfaulk stated a question for the CAP recipient might be if they stayed in the Guard because of CAP. Dr. Woodfaulk asked the National Guard representatives if they would have the number of recipients who stayed in the Guard. CW2 Glenn stated that would be the ETS date and CAP does not correlate with the ETS date which remains the same whether CAP is used or not. SMSgt. Timmons stated that the Air Guard has members who extend so they can retain eligibility for the remainder of the academic year. CW2 Glenn stated they have members who also do the same. Dr. Woodfaulk stated this would be good data to have and stated she may need the assistance of the National Guard to formulate questions regarding the ETS date and those who extend beyond the date. Dr. Woodfaulk stated questions will be formulated and disseminated for review. Dr. Woodfaulk stated she would like the survey to be user friendly.

## **6. Other Business, Comments, or Concerns**

Dr. Woodfaulk stated there had been discussion regarding ROTC coursework and whether these hours should be exempted from the 130 hour maximum. Dr. Woodfaulk provided an overview of the information that Ms. Lorinda Copeland gathered regarding ROTC courses at the Citadel, Clemson University, Limestone College, SC State University, and USC Columbia. Dr. Woodfaulk asked if ROTC courses identified on the transcript as credit bearing should be exempted from the 130 hour maximum. If the ROTC hours are exempted, this would allow students to take other courses to meet the 130 hour maximum. However, we do not want students to take courses that are not needed for their degree program. Dr. Woodfaulk asked about the impact. She stated that one impact would be the review of transcripts. Ms. Peachey responded transcripts are already being reviewed. Dr. Woodfaulk asked if these courses are easily identifiable. Ms. Peachey responded she did not know how these courses are listed on the transcript and Ms. Upchurch also responded she did not know. Dr. Woodfaulk stated ROTC course exemption continues to be a topic for discussion and she does not know if the Commission would approve the exemption. Dr. Woodfaulk asked the institutional representatives to ask their colleagues what would ROTC course exemption mean for their institution and if the courses are easily identifiable. Ms. Julie Frick will contact their Registrar's Office and Ms. Upchurch will also research.

Dr. Woodfaulk stated another suggestion was to change the 130 hour maximum to hours required for the degree program. Ms. Peachey responded USC Columbia has no way of determining without going to the Registrar and each student's Advisor. Ms. Peachey stated this may be feasible for a small college with a small number of students but would be difficult for a large university. Ms. Upchurch responded this would be time consuming. Dr. Woodfaulk expressed her concern that the change could cause the assumption that \$18,000 is locked in to the degree program requirements. It was stated that as long as the student has not exceeded the \$18,000 maximum, the student can use the funds until the degree program ends. Dr. Woodfaulk stated \$18,000 is not guaranteed beyond the year funding is approved by the

General Assembly. Dr. Woodfaulk asked if there was any interest in changing the maximum or concern regarding the maximum. Ms. Peachey responded her suggestion would be to go back to 130 hours earned and not hours earned from the initial date of eligibility but the current process is already in place. Ms. Upchurch responded she did not want to make any changes.

Dr. Woodfaulk asked the Committee members if they would like to expand representation on the Committee. Ms. Ellen Green of Trident Technical College has retired and a two-year representative was needed along with a representative from the comprehensive universities. Ms. Peachey suggested reviewing colleges and universities in the sector where representation is desired and selecting a school that has a large number of CAP students. Dr. Woodfaulk asked if the expansion of the Committee should go beyond a member from each sector. Ms. Peachey responded one from each sector and Ms. Upchurch agreed. Dr. Woodfaulk asked if there were suggestions and SMSgt Timmons responded Midlands Technical College. Ms. Peachey stated there used to be a representative from Midlands Technical College but the representative no longer administers CAP. CW2 Glenn suggested Francis Marion University, Coastal Carolina University, and Winthrop University.

Dr. Woodfaulk asked the institutional representatives how things were going on their campus. Ms. Peachey responded their biggest problem is that students identify the program as CAP. References to the SC National Guard College Assistance Program would help eliminate confusion with other military programs. CW2 Glenn asked Ms. Peachey if they were tracking the approval notification because the student knows who the point of contact is from this notification. Ms. Peachey stated it is not a big deal because they always find the student and rectify the situation but it would be helpful if CAP was referenced as the SC National Guard College Assistance Program. Ms. Peachey also stated if the student is Army National Guard and is also receiving Federal Tuition Assistance (FTA), it would be helpful if they knew the point of contact is not the same for both programs.

Ms. Copeland will contact the Committee members to schedule a meeting in October.

Respectfully submitted,

Lorinda Copeland  
Recording Secretary