

Advisory Committee on Academic Programs

Minutes of September 10, 2015

Members Present

Dr. John Lane, Chair
Dr. Connie Book, The Citadel
Dr. Ralph Byington, Coastal Carolina University
Dr. Richard Chapman, Francis Marion University
Dr. Cheryl Cox, Spartanburg Community College, via teleconference
Dr. Clif Flynn, University of South Carolina Upstate
Dr. Gordon Haist, University of South Carolina Beaufort
Dr. Learie Luke, South Carolina State University
Dr. Brian McGee, College of Charleston, via teleconference
Dr. Jeff Priest, University of South Carolina Aiken
Dr. Hope Rivers, S.C. Technical College System

Guests Representing Members

Mr. Tim Druke, Winthrop University, representing Dr. Debra Boyd
Dr. Kristia Finnigan, University of South Carolina Columbia, representing Ms. Joan Gabel
Ms. Christy Hughes, Orangeburg-Calhoun Technical College, representing Dr. Donna Elmore
Dr. Debra Jackson, Clemson University, representing Dr. Robert Jones, via teleconference
Mr. Tom Nelson, Lander University, representing Dr. David Mash, via teleconference
Dr. Donna Zeek, Midlands Technical College, representing Dr. Ron Drayton

Staff Present

Ms. Laura Belcher	Ms. Renea Eshleman
Ms. Sandra Carr	Dr. Paula Gregg
Ms. Julie Carullo	Ms. Lane Goodwin

Guests

Dr. Robert Barsanti, The Citadel	Mr. Elbert Malone, S.C. State University
Dr. Kevin Bower, The Citadel	Ms. Bri Miller, Francis Marion University
Dr. Marjie Britz, Clemson University	Dr. Stephanie Miller, Coastal Carolina University
Ms. Felicia Chambers, Francis Marion University	Dr. Catherine Mobley, Clemson University
Dr. Jack DeRochi, Winthrop University	Mr. Rick Moul, PASCAL
Ms. Lauren Dorton, Francis Marion University	Dr. Robert Rabb, The Citadel
Dr. Daniel Ennis, Coastal Carolina University	Mr. Nathan Sartain, Francis Marion University
Dr. Kathy Evans, University of South Carolina Columbia	Mr. Easton Selby, Coastal Carolina University
Mr. Larry Falck, Francis Marion University	Dr. Pamela Wash, Winthrop University
Mr. John Kennerly, Erskine College	Dr. Ronald Welch, The Citadel
Mr. Anthony Lester, Francis Marion University	

Welcome

Dr. Lane called the meeting to order at 10:00 a.m. He welcomed all in attendance. He introduced Dr. Bettie Rose Horne, Chair of CHE's Committee on Academic Affairs and Licensing. Dr. Horne presented remarks regarding the leadership transition at the Commission. She explained that Commission Chairman John Finan resigned recently and that she is currently serving as the acting Commission Chair. She also reminded ACAP that the Commission is currently searching for a permanent executive director for the agency. Dr. Horne asked for patience and understanding not only from ACAP members around the table but also from institutions.

1. Consideration of Minutes of June 11, 2015

Dr. Lane requested a motion to accept the minutes of June 11, 2015, as distributed. The motion was **moved** (Byington) and **seconded** (Drueke) and the Committee **voted unanimously to accept the minutes as presented.**

2. Update on PASCAL

Dr. Lane introduced PASCAL Executive Director Rick Moul and John Kennerly from Erskine College who serves as the PASCAL Board Chair. Mr. Kennerly informed the Committee that in the Spring of 2016, PASCAL will celebrate fifteen years of service to the state and to the institutions of higher education. He explained that over the years PASCAL has provided an avenue to library resources and the systems and services to facilitate the access and use of those resources. Mr. Kennerly summarized PASCAL's fifteen years of hard work and service in one word: collaboration. He stated that institutions, both independent and public, both four-year and two-year, have worked together to maximize buying power and resources to save institutional funding and provide the best service to SC students. He concluded by thanking the Committee for its continued support of PASCAL. Then he introduced Mr. Moul to provide more information about current PASCAL initiatives.

Mr. Moul echoed Mr. Kennerly's gratitude to the Committee for its support. He referred to the PASCAL handout and specifically addressed PASCAL's shift from access services and direct electronic resource provision to a focus on collection management. He also reported to the Committee on individual institutions' need for updated hardware and infrastructure. Mr. Moul referred to information in the handout illustrating PASCAL's substantial return on investment. He explained that PASCAL staff and the PASCAL Board are beginning to investigate aspects of a statewide common collection and to analyze the number of multiple volumes of the same item held at multiple institutions and the costs of maintaining those items on library shelves, given limited library space on many campuses. He stated that a task force was put in place to study this possibility and the group expects to present a full report this fall. Mr. Moul informed the Committee that the Board is working to review and revise the PASCAL strategic plan. He explained that different opportunities are being explored due to the amount of one-time lottery funding PASCAL has received in the last two years. He referred to a page in the handout regarding PASCAL's finances and stressed that purchase decisions are made carefully in light of sustainability.

3. Program Proposals

a. The Citadel, Center, Cybersecurity Education and Research

Dr. Book introduced the program proposal from The Citadel. A motion to approve the proposed program was **moved** (Book) and **seconded** (Jackson). Dr. Book explained that the proposed Center is meant to coordinate various activities in homeland security, engineering and computer science which are currently operating in "silos." She explained that the Center will not offer programs or courses, but instead will function as an interdisciplinary collaborative space.

Dr. Priest asked why The Citadel is seeking CHE approval for the center when it will be an internal center for the institution. Dr. Lane responded that he discussed this issue with The Citadel and explained that the proposal would need to be considered by remaining approval levels but that he did not foresee any potential obstacles to full CHE approval. Ms. Belcher responded by stating that CHE approval of a center helps institutions in seeking federal funding and she then asked Dr. Jackson to speak to the issue. Dr. Jackson stated that if Clemson anticipates seeking external funding for a center, it will bring the center to CHE for review and approval. She also explained that sometimes faculty members seek peer review for centers and therefore bring a proposal before the CHE process. Dr. Book replied that The Citadel seeks the CHE approval process in order to place a "gold star" on the center, to be reviewed and encouraged towards excellence in this endeavor. She also stated that The Citadel will likely seek recognition of the center through a Homeland Security academic center designation.

Dr. Book explained to the Committee that The Citadel is partnering with the College of Charleston in the center's academic aspect. Dr. Priest asked about center funding. Dr. Book responded that The Citadel is not seeking any new funding for the center. She explained that an alumni group working in the cybersecurity field and cybersecurity companies will be asked to participate in an endowment fund for center activities. She said that faculty resourcing would be provided through the institution's general allocations for research. Committee members encouraged The Citadel to include in the proposal the funding sources in order to provide as much information as possible for Commissioners. Dr. Finnigan shared that USC would be interested in discussing possible collaboration between its current center that serves a similar function and The Citadel's proposed one.

The Committee **voted unanimously to accept** the new center proposal for The Citadel In Cybersecurity Education and Research, to be implemented in Spring 2016.

- b. The Citadel, M.S., Civil Engineering
- c. The Citadel, M.S., Electrical Engineering
- d. The Citadel, M.S., Mechanical Engineering

Dr. Book introduced the program proposals from The Citadel. A motion to approve the proposed programs was **moved** (Book) and **seconded** (Drueke). Dr. Book expressed her excitement about offering opportunities to engineers in the Charleston area and stated that the local industrial sector need for engineers is strong. Dean Welch explained that graduate studies in engineering are currently not available in the Lowcountry except for limited offerings from Clemson and USC. He stated that as industry continues to locate in the greater Charleston area, the need for well-trained engineers grows. He informed the Committee of the success of The Citadel's 2+2 program with Trident Technical College, providing undergraduate degrees in engineering.

Dr. Priest asked whether The Citadel has enough current faculty to offer many new courses. Dr. Book responded that the programs will be boutique offerings, initially allowing for only 25 students per year. Dean Welch explained that The Citadel plans to hire new faculty only when demand for the program requires it. He stated that adjunct faculty will be recruited from industry to teach undergraduate courses. Dr. Book added that retired engineers in the Charleston area could also be recruited as adjunct faculty. Dr. Priest suggested that The Citadel add more information about faculty and costs to the proposals. Mr. Druke asked about the number of classes (10) required for graduation compared to the large number of new courses, i.e., 24 new courses in the mechanical engineering degree alone. Dr. Jackson stated that the proposal template limits institutions' explanation of the roll-out of courses. She suggested that an addendum be added to the proposal. Dean Welch stated that The Citadel will also award skills certificates to support workforce development, allowing students quick return as they steadily work towards a graduate degree. He added that the variety of classes allow for different types of certificates.

Dr. Lane asked about The Citadel's relationship with the Clemson University Restoration Institute (CURI) as mentioned on page 20 of the proposal. Dean Welch answered that The Citadel partners with Clemson to participate in doctoral programs, where The Citadel provides master's level courses and Clemson provides doctoral curriculum at CURI for students in the Charleston area. Dr. Jackson explained that Clemson recently modified programs to be offered at CURI. She added Clemson works closely with both The Citadel and the College of Charleston and has articulation agreements with both institutions to share coursework.

The Committee **voted unanimously to accept** the new program proposals for The Citadel to offer programs leading to Master of Science degrees in Civil Engineering, Electrical Engineering and Mechanical Engineering, to be implemented in Fall 2016.

e. Clemson University, B.A., B.S., Justice Studies

Dr. Jackson introduced the new program proposal from Clemson University. A motion to approve the proposed program was **moved** (Jackson) and **seconded** (Druke). Dr. Jackson explained that both the B.A. and B.S. have two concentrations: General, and Leadership. She stated that the program is inter-disciplinary and prepares students for a variety of professional careers in law enforcement, social services and criminal investigation. She explained that the degree is broader than criminal justice and provides opportunities for students to gain strong leadership skills. Dr. Jackson informed the Committee that the proposal seeks to highlight the differences between the proposed program and programs offered currently at other institutions across the state, but that there are more similarities than differences. She added that the program will be offered to residential full-time undergraduate students.

Dr. Byington asked why Clemson is offering both the B.A. and the B.S. Dr. Jackson answered that a lot of Clemson students prefer a liberal arts degree and therefore a B.A. would allow them to minor in a liberal arts field and be able to take language classes. She explained that students who are more interested in research and future graduate studies will have the option of obtaining a B.S. in the field. Dr. Mobley answered that the B.S. track has more focus on mathematical thinking and statistical literacy.

Dr. Lane informed the Committee that CHE staff had questions regarding employment opportunities beyond law enforcement and Clemson responded appropriately. Dr. Book added that for The Citadel, criminal justice is the second largest major and graduates mainly find employment in intelligence and security companies. Dr. Britz responded that Clemson is one of a few institutions in the state that serves as a U.S. Marshal Service feeder program. Dr. Lane

asked Clemson to speak to diversity initiatives. Dr. Britz stated that the program will draw minority students.

Dr. Priest asked whether the proposal includes state employment opportunities. Dr. Jackson answered that it is difficult to find job vacancy data only for South Carolina. Dr. Lane responded that it is important to find sources that have already collated the data as compared to having to research the data independently for each program presented for approval. Dr. Finnigan stated that she has researched economic development alliances in the state as possible sources of job vacancy data. She offered to share the listing she found. Dr. Byington added that it is important to continue to educate Commissioners about the importance of liberal arts degrees beyond job placement. Dr. Rivers reminded the Committee that the technical college system is designed for job placement and therefore tracks job vacancy and graduate job placement well, in part because most of the graduates derive from the local area and stay in the local area.

Committee members briefly discussed benefits of liberal arts degrees; the current pressure to accurately predict job opportunities for graduates; and the difficulty of long-term tracking of graduates to evaluate degree field as compared with eventual job fulfillment.

The Committee **voted unanimously to accept** the new program proposal for Clemson University to offer a program leading to the Bachelor of Arts and Bachelor Science degrees in Justice Studies, to be implemented Fall 2016.

f. Coastal Carolina University, B.A., Art History

Dr. Byington introduced the new program proposal from Coastal Carolina University. A motion to approve the proposed program was **moved** (Byington) and **seconded** (Chapman). Dr. Byington explained that Coastal has had great success in offering a minor in Art History and the demand for the minor has grown over the past several years. He stated that the degree will provide students with an understanding of visual and media art and that the program is a combination of fine arts and humanities curriculum. Dr. Byington reported that USC sent a support letter for the program and finds it to be a great matriculation program into its graduate degree. Dr. Jackson expressed her support for the program as well. Dr. Lane informed the Committee that staff had provided various questions for Coastal to address prior to the CAAL meeting.

The Committee **voted unanimously to accept** the new program proposal for Coastal Carolina University to offer a program leading to the Bachelor of Arts degree in Art History, to be implemented Fall 2016.

g. Winthrop University, Ed.S., Educational Leadership

Mr. Drueke introduced the new program proposal from Winthrop University. A motion to approve the proposed program was **moved** (Drueke) and **seconded** (Priest). Mr. Drueke explained that Winthrop is re-activating a past program to serve teachers in the North Central area of the state. He informed the Committee that Winthrop has produced three hundred graduates in the last five to six years in its Master of Education program. He stated that these students are now expressing an interest in a specialist degree which would allow graduates to seek leadership positions at the district level. Dr. Byington commented that Coastal has found that local teachers want advanced education degrees from institutions in their area because of long-standing relationships between the institution and local school districts. He expressed his support for Winthrop providing this degree for educators in the greater Rock Hill area. Dr. Lane

asked whether Clemson has a similar program. Dr. Jackson replied that Clemson offers an Education Specialist degree in Administration Supervision.

The Committee **voted unanimously to accept** the new program proposal for Winthrop University to offer a program leading to the Education Specialist degree in Educational Leadership, to be implemented Summer 2016.

4. Program Modifications

University of South Carolina Columbia, Ed.S., Counselor Education, Add concentration in Clinical Mental Health Counseling

Dr. Finnigan introduced the program modification from the University of South Carolina Columbia. A motion to approve the proposed program modification was **moved** (Finnigan) and **seconded** (Druke). Dr. Finnigan explained that the program will collaborate with the medical school's rehabilitation counseling program and will focus on mental health and well-being and not on rehabilitation and pathology. She stated that other programs exist in the state but that the state as a whole needs more mental health counselors. Dr. Book asked about South University's similar program. Dr. Evans stated that South's program is a nationally accredited program.

The Committee **voted unanimously to accept** the program modification for the University of South Carolina Columbia to modify its program leading to the Education Specialist degree in Counselor Education to add a concentration in Clinical Mental Health Counseling, to be implemented in Fall 2016.

5. Updates on Issues and Projects in Academic Affairs:

(For information, no action required)

a. State Authorization Reciprocity Agreement (SARA)

Dr. Lane reported that CHE recently voted for South Carolina to pursue membership in SARA. He expressed gratitude for the hard work of the Committee and the various sector representatives who helped coordinate letters of support presented to the Commission. He explained that the agenda item passed with an amended motion and he invited Ms. Eshleman to summarize the result. Ms. Eshleman reported that the amended motion read: "the Commission authorizes CHE to proceed with a memorandum of understanding or other option to join SARA with CHE serving as the portal agency of South Carolina." Ms. Eshleman stated that there are two ways CHE can show SREB that we have authority to enter into reciprocity: 1.) specific legislation that includes that language in the SC Code of Laws; and 2.) a memorandum of understanding with institutions, accompanied by a legal opinion of the Attorney General's office stating the current CHE legal statute provides sufficient authority for the state to enter reciprocity.

Ms. Eshleman stated that CHE will engage CHE attorney Amy Hill to request an Attorney General's opinion and then, on behalf of Ms. Hill, asked the Committee to supply contact information for institutional leadership to coordinate the Attorney General request. Dr. Jackson expressed her confusion at the request since institutions have already provided documentation signed by their presidents and provosts in support of SARA participation. Other Committee members expressed the same sentiment. Ms. Carullo stated that CHE supports Ms. Hill's endeavor to request the Attorney General opinion and that Ms. Hill would like to share a

copy of the draft request with institutions for their review and feedback. Committee members responded that any review and granting of support for that type of request would need to be done by institutional legal counsel.

Dr. Rivers asked whether colleges have a choice to participate in SARA. Ms. Eshleman replied that each college has a choice to join or not join.

b. 2015-2016 Meeting Dates

Dr. Lane introduced the item and explained that staff decided to suggest moving from three ACAP and three CAAL meetings per year to four meetings of each Committee in 2016. He commented that the calendar was based on the CHE meeting calendar for 2015 in which CHE met only eight of twelve months. He remarked that the May and August dates engendered the most discussion among staff who knew that commencement and the start of the academic year occurred during those times, respectively. Dr. Jackson expressed support for four meetings a year. Dr. Byington agreed that the May ACAP meeting date created a possible conflicts with graduation and Coastal Carolina Board of Trustees meetings. Mr. Druke expressed concern about the August meeting due to the start of the academic year. After discussion, Committee members suggested that the May 5 ACAP meeting be moved to late May and that the August ACAP meeting be moved to the second week of September. Mr. Druke also suggested changing the April due date for proposals to May 1.

c. Observations from recent Program Proposals review

Dr. Lane introduced the item and explained that CHE staff have noticed a consistent recurrence of themes stemming from questions and issues being raised recently by Commissioners in CAAL and CHE meetings. He stated that the issues include diversity and return on investment. Dr. Byington responded that all institutions have diversity programs and when institutions are asked these types of questions by Commissioners, there is an assumption that institutions have not considered the issue of access and equity. He asked for suggestions on how chief academic officers can communicate to Commissioners about the diversity initiatives on campus.

Dr. Byington also shared that Commissioners question institutions about return on investment as if institutional leadership and institutional boards have not considered the cost effectiveness of academic programs. Dr. Jackson asked how Commissioners define return on investment. She commented that it can be defined strictly through financial means or it can be defined through educational means, such as the return being more educated citizens with baccalaureate degrees in the state. She requested that a clear definition be provided. She echoed Dr. Byington's comments in that the cost effectiveness of each new academic program is analyzed extensively by multiple levels of oversight at the institution. Dr. Haist commented that the definition they are using might refer to the number of students who find employment after graduation. Dr. Book stated that she concentrates on making sure students persist and progress towards graduation in a timely manner. Dr. Jackson also asked whether the definition involves short-term investment or long-term investment, citing the comparison between an engineer making a large salary shortly after graduation whereas a liberal arts major making an even larger salary years or decades after graduation. Dr. Zeek offered a perspective from a technical college by stating that the ROI might be the fact that the student is actually in a postsecondary academic program in the state.

Dr. Jackson suggested that ACAP members be given an opportunity to meet with Commissioners and speak about these issues at length and in depth. Dr. Priest supported Dr. Jackson's suggestion and stressed how important it is for academic leaders to discuss these

specific topics with Commissioners and to share more about the institutional process of academic program approval.

Dr. Lane addressed Dr. Byington's question regarding diversity. He explained that in response to recent Commissioner questions regarding commitment to access and equity through proposed programs, MUSC highlighted the campus-wide initiative and commitment to diversity by explaining the staff and resources dedicated to the issue.

Dr. Lane also commented on additional subject areas addressed by Commissioners including employment data; transfer and articulation; and programmatic assessment. He encouraged ACAP members to continue to be ready to answer questions on these topics. Committee members discussed accreditation, both SACS and specific discipline accreditation, and the extent of understanding held by Commissioners.

Committee members reiterated the earlier suggestion of a dedicated meeting between academic leaders and Commissioner whereby information about accreditation, return on investment, cost-effectiveness and other issues could be provided and discussed. Members also addressed the absence of annual president presentations to the Commission and commented that the presentations provided an avenue for institutions to highlight successes and describe plans for future success.

Dr. Luke suggested the possibility of ACAP members creating and distributing a position paper prior to a dedicated meeting with Commissioners.

d. Scholarship Enhancement Eligibility Review (SEER) Committee

Dr. Lane announced that the inaugural meeting of the SEER Committee is scheduled for October and informed the Committee of its membership comprised of sector representatives and CHE staff. He explained that discipline experts will be invited to attend specific meetings when decisions about the scholarship enhancement eligibility of a complex program are discussed.

e. Gainful Employment

Dr. Lane provided the agenda item for information and explained that the memo was prompted by questions from Commissioners. Dr. Jackson commented that gainful employment is a very specific federal regulation; programs must apply for gainful employment status; and it is not a campus-wide initiative. Dr. Finnigan remarked that the regulation only applies to certificate programs. Dr. Cox presented her perspective and shared that is a prevalent issue in the technical college system due to the number of certificate programs offered. She added that the reporting is burdensome. Dr. Jackson suggested the use of the "Dear Colleague" letter which provides a clearer explanation of the initiative.

6. Academic Degree Program Monitoring

(For Information, No action required)

Dr. Lane presented an update on the recent changes to Academic Degree Program Monitoring. He informed the Committee that the modified motion made by the Committee in June was approved by both CAAL and CHE. He explained that CHE staff determined that the creation of a program-specific evaluation should be initiated by a task force comprised of ACAP members. He stated that staff will send an email soliciting volunteers to serve on the task force.

Dr. Jackson expressed continued concerns regarding the budget aspect of the program proposal template and asked specifically how to present the cost-effectiveness of a program especially when it cuts across multiple departments and disciplines. She stated that confusion over the budget table is already an issue with program proposals and that there will be confusion over presenting a program's return on investment in the program specific evaluation. Dr. Byington echoed Dr. Jackson's concerns. Dr. Lane responded that the task force could analyze these issues.

7. CHE Inventory Comparison

Ms. Belcher introduced the item and distributed copies of institutional offerings as found in the current CHE Inventory. She asked institutional representatives to review the list and report any discrepancies to CHE through notification forms. She explained that the SC TRAC Transfer Check comparison only addresses undergraduate offerings whereas the CHE Inventory lists cover all undergraduate and graduate offerings.

8. *Notifications of Program Changes and/or Terminations, June 1-August 31, 2015* (For Information, No action required)

Dr. Lane presented the item for information.

9. Other Business

Dr. Lane informed the Committee that the Report on First-Time Entering Freshmen went forward to CAAL last week. He wanted to make the Committee aware that the next edition of the annual report will provide more analysis as compared to a presentation of the data only. Dr. Gregg expressed her hope that the data will be provided in time so ACAP might have a chance to review and provide feedback on the report prior to it being submitted for approval from CAAL.

Dr. Gregg updated the Committee on teacher preparation grant programs. She asked members to provide contact information for the ideal institutional representative who could be added to her distribution lists to receive Request for Proposals (RFPs) for the EIA *Centers of (Teaching) Excellence* and the *Improving Teacher Quality* grants. She reported that the Centers of Excellence intent to submit date has been extended until September 25, which is also the technical assistance date.

Dr. Lane reminded the Committee that TransformSC requested CHE to approve and endorse the *Profile of the South Carolina Graduate* which was presented at the June ACAP meeting. He explained that ACAP will have the opportunity to review, discuss and endorse the Profile at a future ACAP meeting.

Dr. Lane then thanked everyone for attending the meeting. There being no further business, the meeting was adjourned at 12:55 pm.