

**SC National Guard College Assistance Program (SCNG CAP)  
Review/Evaluation Committee Meeting  
Main Conference Room  
November 15, 2018  
10:00 a.m.**

**SC Air National Guard**  
MSgt. Kenneth Monroe

**Guests**  
Ms. Julie Frick, USC Columbia

**SC Army National Guard**  
Mr. Paul Mead  
CPT Jacinda White

**CHE Staff**  
Ms. Lorinda Copeland  
Dr. Karen Woodfaulk

**Institutional Representatives**  
Mr. Hank Fuller, The Citadel  
Ms. Michelle Upchurch, Limestone College

**1. Introductions and Approval of Minutes**

Introductions were made by everyone in attendance. Dr. Karen Woodfaulk asked for a motion to approve the minutes from the April 25, 2018, meeting. The motion was made (White) and seconded (Mead) to accept the minutes as written. The minutes were accepted as written.

**2. SCNG CAP Awards Update  
- Fall 2018**

Ms. Lorinda Copeland stated that 208 awards for \$484,911 were processed as of November 15, 2018. Approximately 27 institutions had not reported their enrollment. The deadline to request and/or return funds for fall 2018 was November 30, 2018.

**3. SCNG CAP Web Portal (Update)**

Ms. Copeland stated that CHE staff and the SC National Guard CAP Representatives had tested the web portal. However, the web portal was offline again for security testing. Once security testing is completed by the Division of Technology Operations (DTO) of the SC Department of Administration, the SCNG CAP Review/Evaluation Committee will be provided access for testing. Once this phase of testing is complete, the web portal will open to all institutional representatives. Dr. Woodfaulk informed the Committee that the web portal was a joint effort between the CHE Information Technology Manager and DTO.

**4. Proposed Removal of the 130 Attempted Credit Hour Maximum  
- Satisfactory Academic Progress (SAP)**

Dr. Woodfaulk stated that the Committee recommended removal of the 130 attempted credit hour maximum. The recommendation was approved by the Committee on Access & Equity and Student Services and the full Commission. However, the SC National Guard would move forward with a recommendation to the legislature. CPT Jacinda White stated that the SCNG CAP had a lot of discussion with The Adjutant General (TAG), the Deputy Adjutant General and the National Guard Association of South Carolina regarding the way forward for the program. From these discussions, there is no proposal to remove the 130 attempted credit hour maximum. Instead, the 130 attempted credit hour maximum will be combined with other legislative ideas for the program. CPT White stated that she had informed TAG that the

Committee felt the 130 attempted credit hour maximum was unnecessary and cumbersome. Also, the requirement for satisfactory academic progress (SAP) would eliminate “career” students. CPT White stated that desired goals would be included in a broader plan.

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

Mr. Paul Mead reported that the Army Guard had received 751 applications. Of this total, 722 applications were approved and the projected funding \$2,922,750.00. The projected AIT completions were 92 and the projected funding \$207,000. The total projected funding for the Army Guard is \$3,129,750. Mr. Hank Fuller asked what the numbers were for the previous academic year. Mr. Mead responded that 801 applications were approved last year and that the current numbers are close. However, some service members may not complete AIT training. Dr. Woodfaulk asked how the program was progressing at the institutions. Ms. Julie Frick responded things were going well. The process was challenging without the web portal but students were awarded. Ms. Frick was appreciative of the assistance provided by Ms. Copeland and the SC National Guard CAP Representatives. Ms. Michelle Upchurch stated that she was also appreciative of the assistance provided by Ms. Copeland. Mr. Hank Fuller stated that things were fine. The Citadel’s enrollment was about the same as last year and he was also appreciative of assistance received.

CPT White asked the institutional representatives if it would be a challenge to invoice the remaining account balance and a book stipend for CAP recipients. However, service members may receive the maximum award depending on the institution. Mr. Fuller responded that he would be happy with a process that generates additional funds which would help reduce loans. Ms. Frick asked CPT White if she meant funds in addition to the maximum award or to invoice for the remaining account balance. CPT White responded that preliminary discussions were to invoice tuition, fees and a book stipend. This would eliminate refunds at some institutions. Ms. Frick responded that USC Columbia has a wide spectrum of students. Enrollment can shift quickly until the drop/add date. Ms. Frick stated that a detail review of each student would cause concern. Also, students who do not live on campus or have a meal plan may be at a disadvantage because refunds can help with expenses. Ms. Upchurch asked if the intent is to award the maximum award regardless of enrollment. CPT White responded no. If other funding is awarded, the account balance would be invoiced for the SCNG CAP. Ms. Frick stated that most full-time students attending USC Columbia would be eligible for the maximum award. Awarding the remaining balance could be more problematic than the 130 attempted credit hour maximum. Ms. Upchurch agreed. CPT White stated that some states have similar programs requiring Federal Tuition Assistance (FTA) to be awarded first. Ms. Upchurch stated FTA is handled by the Veteran Services Office on her campus. Ms. Frick responded for her campus as well. Dr. Woodfaulk asked CPT White if she would share proposals with CHE staff and the Committee as discussion continues. CPT White responded yes. Mr. Fuller stated that FTA has a different funding cycle which starts in October and funds may not arrive until November. Mr. Fuller stated that the current regulation states cost of attendance. The proposed change may be regulatory.

**The meeting adjourned at 10:30 a.m.**

Respectfully submitted,

Lorinda Copeland  
Recording Secretary