

COLORADO COMMISSION ON HIGHER EDUCATION

October 4, 2001

Gateway to the Rockies Conference & Events Center
Aurora, Colorado

MINUTES

Commissioners

Present: Judith Altenberg; Raymond T. Baker; Terrance L. Farina; David E. Greenberg; Peggy Lamm, Vice Chair; Keli McGregor; Preslano "Pres" Montoya; Ralph J. Nagel, Chair; Dean L. Quamme; and William B. Vollbracht.

Advisory Committee

Present: Wayne Artis; John Buechner; Derek M. Johnson (Student Representative); and Larry Strutton.

Commission Staff

Present: Timothy E. Foster, Executive Director; Jeanne Adkins; JoAnn Evans; Ray Kieft; and Sharon Samson.

I. Call to Order

Chair Ralph Nagel called the regular meeting of the Colorado Commission on Higher Education to order at 10:06 a.m. in the Gateway to the Rockies Conference and Events Center at Fitzsimons, in Aurora, Colorado. The meeting was hosted by the Fitzsimons Redevelopment Authority.

Action: Commissioner Lamm moved approval of the minutes of the June 7, 2001, regular meeting and the August 31, 2001, special meeting. Commissioner Farina seconded the motion, and the motion carried unanimously.

II. Reports

A. Chair's Report

Commissioner Ralph Nagel, Chair of the Commission reported that Commissioner James Stewart was excused absent. The Chair had no further report.

Chair Nagel introduced three newly appointed Commissioners. The Commission is made up of eleven Commissioners appointed to represent the congressional districts of the state for terms of four years. The three new Commissioners are:

- Judith Altenberg, a Democrat resident of the Fifth Congressional District will serve through 2002.
- Keli McGregor, a Republican resident from the Sixth Congressional District will serve through June 2003.
- Preslano "Pres" Montoya, a Democrat resident from the Fourth Congressional District will serve through June 2005.

B. Commissioners' Reports

No reports.

C. Advisory Committee Reports

Dr. Wayne Artis reported that the Colorado Faculty Advisory Council met on September 14, 2001, at Colorado State University. He thanked President Yates and the Faculty Chair Suellen Charleton for their hospitality and he thanked Executive Director Foster for meeting with the group. He also reported that there will be two faculty representatives on the Distance Education Coordinating Council.

D. Public Comment

George Walker encouraged the Commission to invite the Secretary of Home Land Security to Colorado. He discussed diversity at the University of Colorado at Boulder.

III. Consent Items

A. Policy Revisions to the Tuition & Fees Policy

Dr. Samson reported that the Governor has requested that higher education ensure that the college status of reservists who are called to duty will not be affected. Institutions have had policies in place and made special accommodations for people who have volunteered or been called to duty under unusual circumstances. The revisions to the CCHE's Tuition and Fees Policy provide students who are called to duty general assurances that their college enrollment status will not be adversely affected. The policy also clarifies for the institutions how to report FTE for students that leave prematurely during a semester.

The following language was proposed as an addendum to CCHE Tuition & Fees Policy:

In times of emergency, certain students (e.g., reserve military units, individuals with specialized skills, or firefighters) are called to provide services to the country. When the call for service or national emergency is issued, it is often necessary for students to interrupt their coursework in mid-semester without advance notice.

Public two-year and four-year institutions' policies should explicitly recognize that normal refund and withdrawal policies may not be appropriate and make provisions for individuals who leave the institution mid-semester to respond to a state or national emergency, including:

1. Institutions' tuition policies should permit reimbursement for tuition paid by reservists called to active status during times of national emergency.
2. Institutions may offer these individuals the option of crediting the current term's tuition to a future semester's tuition charges.
3. Institutions shall waive any fee for breaking the room and board contract for reservists who are called to active status during a national or state emergency. In addition, an institution shall refund any fees paid for room and board based on the date that the individual left the residence hall.
4. Institutions shall adopt policy language that ensures that individuals who are unable to complete a course due to a call to active status under a state or national emergency have a choice either to withdraw from the course without a grade or receive an incomplete with an opportunity to complete the course work at a later time.
5. The refund and grading policies should recognize that normal withdrawal procedures may not apply in this situation, e.g., withdrawal timetables.

Institutions will not be penalized financially by the general fund for interrupted enrollment and will be allowed to include in-state students who are called to active duty in the FTE report during the semester they are called to active duty.

Staff Recommendation

That the Commission approve the proposed amendment to CCHE's *Tuition and Fees Policy*, effective immediately.

Action: Commissioner Nagel moved approval of the staff recommendation. Commissioner Farina seconded the motion and the motion carried unanimously.

IV. Action Items

A. Election of Officers

Chair Nagel called for nominations for the Chair and Vice Chair of the Commission.

Commissioner Baker commended Chair Nagel and Vice Chair Lamm on behalf of the Commission for great results of the Commission over the past year. He also commended Commissioner Robert Hessler, whose tenure on the Commission ended in 2001, for his service to the state as well as Northern Colorado. He

nominated Vice Chair Lamm to be considered for chair based on her superb role as vice chair. Commissioner Farina asked the Chair's permission to vote on the Chair and Vice Chair at the same time. Chair Nagel agreed.

Commissioner Farina seconded Commissioner Baker's commendation for the leadership of Commissioner Bob Hessler.

Action: Commissioner Baker moved the nomination of Commissioner Peggy Lamm for Chair of the Commission. Commissioner Farina seconded the motion and then nominated Commissioner Dean Quamme as Vice Chair. The motion carried unanimously.

The new Chair, Commissioner Lamm, chaired the remainder of the meeting. She thanked Commissioner Nagel for his leadership as Chair for the past year, and commended the Commission and higher education community for everything they do.

B. Performance Funding System for FY 2002-03

Dr. Ray Kieft reported that this is the third year of a performance funding process, which is part of the overall budget distribution process that the Commission utilizes. Drawing upon the experiences of the past two years and the suggestions of the governing board representatives, institutions, various groups and individuals that have assisted CCHE staff throughout the past two years, a revised and improved performing funding system has been developed for the FY 2002-03 budget process. This approach has enabled the governing boards and the higher education community, in general, to establish ownership in the system and it has contributed to broad support by the governing boards and the institutions.

The foundation of the performance funding system is the quality indicator system (QIS), which is statutory. One of the goals of the QIS system is continuous improvement in performance by the institutions as measured by several performance indicators. New to the performance funding system this year is an improvement factor that has been incorporated to recognize improvement in performance consistent with the continuous improvement purpose of the quality indicator system.

Based on preliminary data submitted by the institutions there have been improvements over the past couple of years in several performance indicators. About three-fourths of the institutions have improved their freshman retention rates over the past few years, and about 90 percent of the institutions have decreased administrative costs.

The performance funding system continues to focus on performance measures utilized in previous years to build consistency in the measurements. The process uses benchmarks that are based on national comparison groups of like institutions. Continued adjustments in the benchmarks are planned for the future to try to encourage continued improvement and performance.

Wayne Artis, representative of the faculty, expressed thanks to Dr. Kieft for the collaborative, open, straightforward, and fair way process. The Colorado Faculty Advisory Council has been fully informed in all the process and agrees with the final presentation.

Staff Recommendation

That the Commission adopt the performance funding system for FY 2002-03.

Action: Commissioner Quamme moved approval of the staff recommendation. Commissioner Nagel seconded the motion and the motion carried unanimously.

C. **Remedial Plan Approval**

Dr. Samson reported that the Commission accepts the institutional remedial plans as part of its coordination of policy role. The Commission has reviewed and pre-approved the remedial plans. The governing board worked with the institution to develop the plan, then negotiated a common cut score for the ACT test for remedial identification. The plan is a student-oriented initiative.

The colleges use common cut scores for screening students with potential need for remedial instruction. A student who receives a cut score will not be required to take further placement tests.

- Mathematics: 19 or above
- Writing: 18 or above
- Reading: 17 or above

The scores were based on a study by ACT's testing staff. According to national data, 50% of the students who received these scores received a C or better in the college level course. ACT has agreed to replicate the study for Colorado students.

Many of the institutions are using the Accuplacer test, primarily the community colleges, which have a strong remedial assessment system in place. Other institutions are using some other tests that were developed under national guidelines. All in all, there is a clear indication of whether a student is college ready and then how they get access to the course. Under the state statute, only the community college and those institutions with a two-year role and mission may offer remedial courses for state support. Certain institutions created contracts with community colleges to deliver coursework. Others developed cash-funded programs in order to deliver the coursework.

The staff recommended that the Commission accept the remedial plans submitted by the governing boards.

Staff Recommendation

That the Commission accept the remedial plans submitted by the State Board for Community Colleges, Aims Community College, Colorado Mountain College, The Trustees of The State Colleges in Colorado, the Board of Trustees for the University of Northern Colorado, Trustees for the Colorado School of Mines, State Board of Agriculture, and the Regents of the University of Colorado.

Action: Commissioner Greenberg moved approval of the staff recommendation. Commissioner Nagel seconded the motion and the motion carried unanimously.

D. Budget Continuation (This item was removed from the agenda)

V. Discussion and Possible Action

A. Admission Standards Discussion and Annual Report

Dr. Sharon Samson reported that the Commission staff is engaged in consulting with institutions on role and mission statements. Role and mission is more than a Carnegie classification – it is understanding which students an institution serves and how to focus attention and resources on the activities central to role and mission. Therefore, admission standards become a critical component of an institution’s mission. The admission standards policy is a complex policy which was initially adopted in 1986.

An Admission Standards Policy inherently impacts a variety of issues, including access, funding, and student performance. However, the primary purpose of CCHE’s Admission Standard Policy is to maintain a differentiated system of institutional missions that provide broad access to undergraduate programs with a minimum of duplication.

Dr. Samson briefly outlined the components of admissions criteria and eligible student population. At the request of the Chair, Dr. Samson outlined the 20 percent admission window for the new Commissioners and responded to questions regarding the admissions processes of other states.

B. CCHE 2001-2002 Master Plan

There was no discussion on the CCHE 2001-2002 Master Plan. This item will be considered at the November 9, 2001 Commission meeting.

VI. Written Reports for Possible Discussion

A. Quarterly Lease Report and Quarterly Waiver Report

The Commission has delegated authority to the executive director, who has subsequently delegated authority to the director of policy and planning, to approve program plans, grant waivers from program planning, and authorize cash-funded projects within Commission guidelines and statutory authority. Delegated authority extends to lease approval.

The Commission accepted the CCHE-Capital Assets Quarterly Reports.

B. Concept Paper:

1. Ph.D. in Geropsychology at the University of Colorado at Colorado Springs

The Regents of the University of Colorado have submitted a concept paper for a Ph.D. in Geropsychology at the University of Colorado at Colorado Springs. The Commission accepted the concept paper submitted by the Regents of the University of Colorado.

C. Report on Out-of-State Instruction

The Commission accepted the report on out-of-state instruction as follows:

The Board of Regents of the University of Colorado has submitted a request for an out-of-state instructional program, which was delivered by the University of Colorado Health Sciences Center.

New Concepts and Directions in Thyroidology, to be presented in Washington, D.C., on September 12, 2001.

“International HIV Workshop on Management of Treatment-Experienced Patients,” to be offered in Chicago, Illinois from September 19-20, 2001.

The Board of Regents of the University of Colorado has submitted a request for an out-of-state instructional program which will be delivered by the University of Colorado at Colorado Springs.

National Strength and Conditioning Association (NSCA) National Coaches College: Levels I-IV, S L 4653 – Advanced Techniques and

Tactics, and S L 563 – Advanced Techniques and Tactics a three-year out-of-state instructional program to be offered at various sites across the United States.

“USA Volleyball (USAV), a program of the United States Volleyball Association courses Levels I-III: SL 461/561 – Basic Techniques and Tactics, SL 462/562 – Intermediate Techniques and Tactics, and SL 463/563 – Advanced Techniques and Tactics”, a three-year out-of-state instructional program to be offered December 15, 2001 - August 2004 at various sites across the country.

The Board of Trustees of The State Colleges in Colorado has submitted a request for the approval of an out-of-state course to be delivered by Adams State College.

“ED 589: Dysfunctional Behavior Intervention Skills, to be presented in the state of Maine from September 17 through September 19, 2001.

The Board of Trustees of The State Colleges in Colorado has submitted a request for the approval of an out-of-state course and an out-of-state out-of-country course to be delivered by Western State College.

“RECR 397 Special Topics (Outdoor Survival Course) offered at various locations throughout the United States during the 2001-2002 academic year.

Outward Bound (RECR 474) at varying locations within and outside of the United States during the 2001-2002 academic year.

D. Degree Program Name Changes and Endorsement Titles

The Commission accepted the report on Program Name Changes and Endorsement Titles under Delegated Authority approved by the Executive Director:

A. Institution: Adams State College

Current Endorsement Title: Bilingual/English as a Second Language

Revised Endorsement Title: Literacy, Language and Culture

Rationale:

Adams State does not award a bilingual or ESL certificate. The purpose of the endorsement change is to describe the program of study accurately to teachers. The proposed change does not affect the CDE endorsement which a teacher candidate will receive upon completing the program – *Teacher of the Linguistically Different*. *Linguistically Different* applies to a variety of programs dealing with literacy. The Trustees of The State

Colleges reviewed and approved this change request at the June 8, 2001, meeting

Scope of Proposed Change:

Curriculum and degree requirements remain the same.

Proposed Action by the Executive Director:

Approve the endorsement title change as requested, effective immediately.

B. Institution: Metropolitan State College of Denver

Current Program Name: Music Education (BA)

Revised Program Name: Music Education (BME)

Rationale:

The BME degree title is congruent with the degree titles that are assigned to other music education programs offered in Colorado.

Scope of Proposed Change:

Curriculum meets the requirements for the B.M.E. as set out by the National Association of Schools of Music.

Proposed Action by the Executive Director:

Approve the name change as requested, effective immediately.

C. Institution: University Southern Colorado

Current Program Name: Industrial Science and Technology

Revised Program Name: Facilities Management and Technology Studies

Rationale:

The revised program name more accurately describes the content of the program. Industrial Science and Technology was too broad to represent the curriculum.

Scope of Proposed Change:

Curriculum and degree requirements remain the same.

Proposed Action by the Executive Director:

Approve the name change as requested, effective immediately.

Action: Commissioner Greenberg moved to adjourn the meeting. Commissioner Nagel seconded the motion. The meeting adjourned at 11:30 a.m.