



## CT BOARD OF REGENTS FOR HIGHER EDUCATION

### ACADEMIC & STUDENT AFFAIRS COMMITTEE

**Meeting – April 8, 2019  
9:30 a.m. – 61 Woodland Street, Hartford**

### MINUTES

Regents Present: Merle Harris, Naomi Cohen, Aviva Budd, Peter Rosa, Del Cummings, William Lugo

Regents Absent: None

Staff Present: Jane Gates, Patrick Carr, Bill Gammell, Ken Klucznik, Lesley Mara, Arthur Poole, Pat Ryiz, Michael Stefanowicz

Other Attendees: Missy Alexander (WCSU), Michelle Brown (WCSU), Tuesday Cooper (MCC), Ilene Crawford (SCSU), Robert Farinelli (TRCC), Elsa Núñez (ECSU), Robert Prezant (SCSU), William Salka (ECSU),

The meeting was called to order at 9:35 a.m. by Chair Merle Harris.

1. Approval of Minutes

a. March 15, 2019

**On a motion by N. Cohen and seconded by P. Rosa, a vote was taken and the minutes from the March 15, 2019 meeting were approved.**

2. Consent Items

a. Discontinuations

- i. Social Service: Library Technical Assistant (G11GB82) – AS, Option A – Capital CC
- ii. Library Technical Assistant (G13GK41) – Certificate - Capital CC
- iii. Social Service: Community Change Studies (G11GB98) – AS, Option A - Capital CC
- iv. Social Service: Gerontology (G11GB96) – AS, Option A - Capital CC
- v. Gerontology (G13GJ20) – Certificate - Capital CC
- vi. Health Information Management (G11GA60) – AS - Capital CC
- vii. Health Information Management (G13GJ11) – Certificate - Capital CC

**On a motion by N. Cohen and seconded by P. Rosa to adopt the Consent Items, a vote was taken and the consent items were unanimously approved.**

### 3. Action Items

#### a. Accreditation of a Licensed Program

##### i. Digital and Interactive Media Arts (DIMA) – BA – Western CSU

**A motion to approve the accreditation of the WCSU Digital and Interactive Media Arts (DIMA) BA degree program was made by P. Rosa and seconded by N. Cohen.**

Dr. Missy Alexander, Provost and VP of Academic Affairs, and Dr. Michelle Brown, Dean of the Macricostas School of Arts and Sciences, presented this program for WCSU. Provost Alexander enumerated the changes that have been made in the program since it was approved and licensed by the BOR. When the program was initiated in 2016, the transection of Computer Science and Media Production and Art was an emerging field. WCSU added an Art option to the program, revised the Production concentration and established a full Marketing minor. WCSU has been educating Admissions and building awareness at local high schools on the program and its content. There has been an increase in the number of students declaring DIMA as a major. JobsEQ data indicates that the potential to get jobs in this field is very high. The first group of students will graduate from the program this Spring. This year, the revenue will exceed expenses in the program. Questions from the Committee centered on:

- a) *Based on the number of students in the program and graduating this year vs. the projections, can the BOR accredit the program for a shorter period of time?* Response: Once accredited, accreditation will be continuous with an enrollment report in three years which is the typical timeframe and it would fit into the 7-year program review schedule. A process, as we move forward, will be discussed later in the meeting. *Can we approve accreditation for a year?* Accreditation should not be limited for one year because there will be students in the pipeline; but, the Committee can ask for a progress report in a year.
- b) *Is there a target number of enrollments?* Response: Originally the projected number of enrollments was 20 (1<sup>st</sup> year), 20 (2<sup>nd</sup> year) and 70 (3<sup>rd</sup> year). The enrollment is now at 38. 50 is a reasonable enrollment projection for next year.
- c) *How are enrollment numbers projected if the classes already exist? How are costs allocated?* Response: Some students were existing majors; many were undeclared and entered the DIMA major.
- d) *Most classes are now at capacity. If there is an increase in student majors, will adding a faculty member be necessary?* Response: Right now we have not restricted registrations to majors only, so there are a lot of non-majors (undeclared and Gen Ed) in courses. We're not yet sure when to move from adjuncts to an additional full-time faculty member or whether that faculty member will be assigned to Art or Media Arts. We can run the program now with adjuncts only and evaluate that as enrollments grow
- e) *Will future students be already in the system and declare DIMA as a major or will they be new enrollees?* Response: We foresee an increase in new students.

Provost Alexander and Dean Brown stated that WCSU is reviewing low-enrolled programs and stated that some will be suspended. They discussed interdisciplinary programs, such as the DIMA degree program, and stated that these new types of programs address the changing opportunities in shifting fields and need time to grow This program is unique in that it allows students to major in the Art realm and have a job upon

graduation. Provost Alexander stated that students in the program had internships and WCSU will know if students have jobs in the field after reviewing survey results from graduates of the program. Provost Alexander has reached out to Dr. Klucznik to develop a TAP program for the DIMA degree.

**Chair Harris called for a vote to approve the program and the BOR Resolution as written in the agenda.**

RESOLVED: That the Board of Regents for Higher Education grant accreditation of a Digital and Interactive Media Arts program (CIP Code: 9.0702, OHE # 18368) leading to a Bachelor of Arts degree, requiring 120 course credits delivered via an on ground modality, at Western Connecticut State University

**Regent Cohen asked for a report in Fall, 2019, stating the employment status of the May 2019 graduates of the program and how many students are enrolled in the program for the Fall 2019 semester. A vote was taken to approve the accreditation of the WCSU Digital and Interactive Media Arts (DIMA) BA degree program and the vote was unanimous.**

b. Modifications

- i. Women's Studies – MA – Southern CSU [Name Change]
- ii. Women's Studies – Graduate Certificate – Southern CSU [Name Change]
- iii. Women's Studies – Graduate Certificate (Online) – Southern CSU [Name Change and OHE corrections]

Dr. Robert Prezant, Provost and Vice President for Academic Affairs, and, Dr. Ilene Crawford, Assoc. VP for Academic Affairs, presented these programs for SCSU. **Chair Harris stated that the Committee would discuss the three programs together and then take separate motions and votes on each.** With the growth of these programs at the national and international level, it has become the norm to broaden the horizon on Women's Studies to become more inclusive. SCSU is requesting approval to change the name of these three programs from Women's Studies to Women's and Gender Studies. **On a motion by N. Cohen, seconded by P. Rosa, a vote was taken to change the name of the SCSU MA in Women's Studies to the MA in Women's and Gender Studies. The vote was unanimous.**

**On a motion by N. Cohen, seconded by P. Rosa, a vote was taken to change the name of the SCSU on ground Certificate in Women's Studies to the on ground Certificate in Women's and Gender Studies. The vote was unanimous.**

**On a motion by A. Budd, seconded by N. Cohen, a vote was taken to change the name of the SCSU online Certificate in Women's Studies to the online Certificate in Women's and Gender Studies. The vote was unanimous.**

c. New Programs

- i. Mechanical/Electrical Manufacturing Basics – Certificate – Three Rivers CC

**A motion to approve the Three Rivers Mechanical/Electrical Manufacturing Basics Certificate was made by N. Cohen and seconded by P. Rosa.**

Robert Farinelli, Dean of Academics, presented this and the following program for Three Rivers CC. This program will provide a college-level certificate to students enrolled in the Electric Boat (EB) Marine Draft Person Apprentice Program. This program addresses a request from EB to provide a college credential for their employees. All students are presently employees of EB. The courses in the certificate program are applicable to

several TRCC AS and AAS degrees which in turn will transfer to CT four-year institutions.

ii. Foundations in Manufacturing – Certificate – Three Rivers CC

This certificate will provide a college-level certificate to students enrolled in a Three Rivers CC program and the New London Stem Magnet (NLSM) High School. This program addresses a request from EB to provide a college credential for NLSM High School students who will apply to EB as draft persons, designers or skilled laborers. This program is specific to NLSM High School. As with the previous program, the certificate courses are applicable to several TRCC AS and AAS degrees which in turn will transfer to CT four-year institutions. Both programs are completely financially sustainable supported by EB and NLSM High School. These programs will position students to be competitive in the workplace. These programs are similar to the QVCC certificate program that was presented to the ASA Committee last month.

Questions from the Committee centered on:

- a) *Are there other similar high school programs in the CSCU system?* Response: At this point, the only two similar programs are at TRCC and QVCC. The programs were developed in response to a shortfall in CT ECO funding. In addition, the previous program(s) were AS degrees and it is not realistic to expect high school students to complete an AS degree in addition to a high school degree. The new programs are certificate programs.
- b) *How many students will be in the high school program?* Response: TRCC is projecting 23-25 new students per year. NLSM High School is 100% on board. TRCC is getting requests from high schools all over the region for similar programs and is convening a Council for manufacturing teachers. TRCC has hired a representative, at 10-15 hours per week, who is visiting high schools in the region to determine their needs. TRCC offers summer workshops for high school teachers. All faculty in the program are CCP (College and Career Pathways) certified.
- c) *Did EB select all the courses in the Certificate program?* Response: EB met with TRCC to determine what skills are needed for an entry-level position at EB. EB selected all the courses in the program – Math, Physics and Engineering Technology. *Two out of the six courses are Math. How vital is this to EB? Are these Math courses a barrier to the students?* Response: EB requires pre-Calculus and Trigonometry for its Electrical Engineering program. Other programs require higher-level Mathematics courses. Students can take the math courses in the summer at TRCC.
- d) *If you could add one course to this Certificate program, what would it be?* Response: A 2<sup>nd</sup> level CAD course.

**Chair Harris called for a vote to approve the Three Rivers CC Mechanical/Electrical Manufacturing Basics Certificate. The vote was unanimous.**

**On a motion by N. Cohen, seconded by P. Rosa, a vote was taken to approve the Three Rivers CC Foundations in Manufacturing Certificate and the vote was unanimous.**

- d. BOR Program Approval Process
  - i. Application for New Program Approval Form
  - ii. Application for Continued Accreditation Form

Chair Harris introduced this item by noting that this information is regarding the steps in the approval process and forms. While important, these do not require action. In a future meeting, the ASA Committee will discuss how to approach licensure and accreditation of programs at the same time. Right now, Associates and Masters Degrees are licensed and accredited at the same time; but, Bachelor's degrees are not. With transfers into the CSUs, students are completing programs in less than three years, the point at which the institutions can apply for program accreditation.

Provost Gates provided copies of Public Act 12-118 to the ASA Committee which addresses changes to program approval for institutions of higher education. The act authorizes this Committee to approve such changes, for example, to simultaneously approve licensure and accreditation of CSU programs. Pending the approval of simultaneous licensure and accreditation of CSU programs, Director Arthur Poole designed two forms, the Application for New Program Approval and the Application for Continued Accreditation. The forms are very comprehensive and provide data to the Committee to determine if program accreditation should be continued after three years. The Office of the Provost is proposing changes to the BOR Program Approval Process, chiefly, to assign licensure and accreditation to new programs simultaneously and make it uniform across the CSU system. All new programs will receive accreditation upon approval for 3.5 years or 7 semesters. In the new process, during the 7<sup>th</sup> semester, institutions will need to request approval for continued accreditation from the ASA Committee. Previously, after three years, institutions would complete a Comparative Enrollment Report and request program accreditation. The report is incorporated in the new form. Institutions will report projected enrollment, actual expenses/revenue and progress on achieving program learning objectives. When the ASA Committee receives the Application for Continued Accreditation form from the institutions it has three options for the disposition of the program: 1. Approve the program for continued accreditation; 2. Ask for further clarification, or; 3. Assign provisional certification for 2.5 years. At the end of the provisional certification period, the institutions will return to the ASA Committee for a final determination on the program.

Questions from the Committee included:

- a) *What happens if in the 7<sup>th</sup> semester of a program, the numbers look terrible, but there are students in the program?* Response: The ASA Committee can end the program with a two year teach out/phase out period.
- b) *Does the Academic and Student Affairs Office know before 2.5 years where the program is in terms of enrollment and revenue?* Response: Right now we have the low completer report after three years and the Academic Review Process which is completed every 7 years. The programs are not reviewed annually. The low completer report will now be rolled into the new Academic Program Review process. The Office of Research and System Effectiveness does collect enrollment data annually or we can request enrollment data from the institutions. Provost Gates stated that we need to adhere to the BOR policy of 7 years for academic program review. Chair Harris stated the new proposal would provide a chance to review the progress of the program after 7 semesters when the institution comes before the Committee to request continued accreditation. Both Chair Harris and Provost Gates agreed that reviewing a new

program after one or two years is insufficient time to make a determination on the program's continuance.

c) *If we have to review all programs, why don't we receive information on the programs and have the Provost decide which programs should be reviewed?* Response: Chair Harris stated that the Committee will have a formal discussion on this issue at the next ASA Committee meeting on April 26. At that meeting the Committee will decide if it will license and accredit new programs simultaneously and how it will follow up on programs approved under the new process.

d) *Does NECHE require us to look at programs after a certain period of years?* Response: Yes. There are two levels of accreditation, state and regional accreditation. The regional accrediting body, NECHE, requires institutions to provide evidence of academic program review in at least two of its standards when institutions undergo a self-study. In addition, the request to license and accredit programs simultaneously was requested by the Academic Council. The CSUs have faced several major challenges where students were about to graduate from a non-accredited program.

Chair Harris reiterated that the proposal that will be discussed at the next ASA Committee meeting is to license and accredit all academic programs simultaneously. Once programs are accredited initially, institutions will apply for continued accreditation after 3.5 years. Dr. Ilene Crawford stated that veterans receive financial aid from sources other than Title IV. They cannot use this financial aid for non-accredited programs. Chair Harris stated that Academic and Student Affairs will provide a resolution for simultaneous licensure and accreditation at the next ASA Committee meeting on April 26.

#### **ADDED – Promotions and Tenures – CT State Universities**

Chair Harris stated that the Spring 2019 promotions and tenures for the CSUs will be on the agenda for approval at the April 26 meeting. She asked if the Committee wanted to receive data submitted by each candidate for promotion and tenure. Provost Gates stated that each CSU submits 10-20 candidates which could total 40 to 80 submission packets consisting of CVs and letters to the CSU Dept. Evaluation Committee (DEC). Provost Gates stated that she receives and reads all of the documentation submitted from each institution. The ASA Committee and the BOR approves all CSU tenures and promotions to insure that the criteria for such has been met. This is in compliance with the Memorandum of Understanding between the AAUP and the BOR. The ASA Committee requested that the documentation from candidates for promotion and tenure be made available in hard copy in the Academic and Student Affairs Office or via email upon request.

**On a motion by A. Budd and seconded by P. Rosa, the Committee voted unanimously to adjourn the meeting of the Academic and Student Affairs Committee at 10:45 a.m.**