**CSCU**

# CT BOARD OF REGENTS FOR HIGHER EDUCATION

## ACADEMIC & STUDENT AFFAIRS COMMITTEE

**Meeting – June 7, 2019 - 9:30 a.m.**
**61 Woodland Street, Hartford**

### MINUTES

Regents Present:     Merle Harris, Naomi Cohen, Peter Rosa, Del Cummings

Regents Absent:      Aviva Budd, William Lugo

Staff Present:       Jane Gates, Alison Buckley, Bill Gammell, Ken Klucznik, Amanda MacTaggart, Steve McDowell, Linda Perfetto, Arthur Poole, Mike Stefanowicz, Pat Ryiz

Other Attendees:     Shirley Adams (COSC), Missy Alexander (WCSU), Robin Avant (HCC), Dawn Bunting (CCC), Tuesday Cooper (MCC), Nicole Esposito (MCC), David Ferreira (NCCC), Teresa Foley (ACC), Carol Gabriele (NVCC), C. Connie Hotchkiss (NCCC), Miah LaPierre-Dreger (CCC), John Lewis (QVCC), Steve Minkler (MxCC), Edith Ouellet (TRCC), Michael Rooke (NCCC), William Salka (ECSU), Sheila Solernou (GCC), Michele Swan (ACC), Crystal Wiggins (NCCC), Heidi Zenie (TRCC/SO)

The meeting was called to order at 9:32 a.m. by Chair Merle Harris.

1. Approval of Minutes
   a. April 26, 2019
   **On a motion by P. Rosa and seconded by N. Cohen, a vote was taken and the minutes from the April 26, 2019 meeting were approved.**

2. <u>Action Items</u>
   a. Accreditation of a Licensed Program
      i. <u>CSCU Retroactive Accreditation of Academic Programs</u>
      Chair Harris stated that the Committee will act on programs-from which students have graduated-that have been identified as licensed but not accredited. Chair Harris read from the source document: Academic Programs Requiring Retroactive Accreditation by the Board of Regents (Attachment A). The programs fall into one of the following four categories:

a) <u>List 1 - Programs that have been terminated, consolidated or suspended</u> – These programs will be accredited retroactively.
b) <u>List 2 - Programs that have been submitted for action with inadequate data and very low enrollment which has not improved over the past three years</u> – The Committee will approve accreditation for these programs, but requires that the institutions apply for continued accreditation in Fall 2019, after the census date. Chair Harris noted that the Middlesex CC Health Information Management AS Degree and Certificate will be removed from this list as both programs are already accredited.
c) <u>List 3 - Programs that have enrollment increases but which have not met projections</u> – The Committee will approve these programs for accreditation and will require institutions to apply for continued accreditation in Spring 2020, after the census date.
d) <u>List 4 - Programs deemed "healthy" which have met/exceeded their enrollment projections and are financially profitable</u> – The Committee will grant accreditation for these programs. Institutions will apply for continued accreditation after seven semesters.

Chair Harris noted that this accreditation action is state accreditation. Under the new BOR Academic Programming and Approval Policy, new programs will be licensed and accredited at the same time. Institutions will apply for continued accreditation after seven semesters. Some academic programs also receive accreditation from the appropriate professional organizations.

**On a motion by N. Cohen, seconded by P. Rosa, to grant retroactive accreditation and continuing accreditation in accordance with Attachment A, a vote was taken and it was unanimous.**

b. Suspensions
   i. <u>Secondary Education: Earth and Planetary Sciences Option – BS – Western CSU</u>
   Provost Missy Alexander presented the Secondary Education: Earth and Planetary Sciences BS Option for WCSU which is planning to suspend the program due to low enrollment and after will determine continuation or termination after a full program review is completed by the Dept. of Physics, Astrology and Meteorology which oversees this program.
   **On a motion by N. Cohen and seconded by P. Rosa, a vote was taken and the suspension of the WCSU Secondary Education: Earth and Planetary Sciences BS Option was unanimously approved.**

c. Modifications
   i. <u>Business Administration – AS – Housatonic CC</u>
   **Chair Harris called for a motion to approve the modification of the Housatonic CC AS in Business Administration. The motion was moved by P. Rosa and seconded by N. Cohen.**
   Robin Avant, Dean of Academic Affairs presented the program for Housatonic CC which is proposing the addition of a fully online alternate modality to the existing on ground modality for the AS in Business Administration. Housatonic CC is an NC-SARA affiliate. Provost Gates noted that there is an initiative for all CSCU community colleges to become

NC-SARA approved so that students out of state can take CSCU online courses and programs.

Questions from the Committee centered on:

a) *Why is this program 60-62 Credits?* – Response: Some students may take additional credits. Math and Science course offerings are 3 or 4 credits. Most students take 3 credit courses.

b) *Duplication of on-ground and online programs* – Housatonic CC did use the Tunxis CC online Business Administration program and Charter Oak SC as models in creating theirs. The Committee suggested that there should be a formalized process for sharing information/best practices when creating online program(s). As we move toward consolidation, we should look at how we duplicate programs across institutions. Provost Gates noted that there is a question on the Application for a New Program form which asks if this program is duplicated. If the answer is "yes", the institution must identify which other institutions are offering the program and justify why it's offering the same program.

**Chair Harris called for a vote to approve the modification of the Housatonic CC AS in Business Administration and the vote was unanimous.**

**Chair Harris changed the order of the agenda by placing the discussion of the <u>Discontinuation of the CCSU – Institute of Technology and Business Development</u> before the discussion of new programs.**

e. CT State University Centers and Institutes
   i. Discontinuation
      1. <u>CCSU - Institute of Technology and Business Development</u>
      **Chair Harris called for a motion to approve the discontinuation of the CCSU Institute of Technology and Business Development (ITBD). The motion was moved by N. Cohen and seconded by P. Rosa.** Dr. Christopher Galligan, Vice President, Institutional Advancement, presented for CCSU. The decision to discontinue the ITBD, effective June 30, 2019, was based on economics and CCSU's ability to keep pace with technology and market changes. The committee views the discontinuation as an opportunity to create a revenue-generating operation which will foster community engagement, entrepreneurship, engage students and faculty, and will provide students the opportunity to incubate their ideas, which will also produce revenue. In response to Chair Harris' question on Continuing Ed., Dr. Galligan noted that Professional Education along with other functions will transition to Continuing Ed. The Life and Leisure Program (for alumni), youth programs, entrepreneurial programs for current students and conferencing will remain and be enhanced. The proposal for the new entity will be submitted to President Toro in Fall 2019 and the proposed new entity will be in place by January 2020. The committee plans to survey the campus community for feedback on the plan. Provost Gates cautioned CCSU to review the BOR policy for the establishment of a Center or Institute to ensure that the new entity meets BOR standards.
      **Chair Harris called for a vote to approve the discontinuation of the CCSU Institute of Technology and Business Development and the vote was unanimous.**

d. New Programs
    i.  <u>Child Studies – BS – Charter Oak SC</u>

**Chair Harris called for a motion to approve the new Charter Oak SC BS in Child Studies program. The motion was moved by P. Rosa and seconded by N. Cohen.** Provost Shirley Adams presented for Charter Oak SC. Over the years, COSC looked at many of its concentrations and moved them to majors. A year ago, four of the five Early Childhood Education tracks were moved to a major. COSC is proposing that the last track, Child Studies, be approved for a major, which will prepare students to get a Master's degree in teaching.
**Chair Harris called for a vote to approve the new Charter Oak SC BS in Child Studies program and the vote was unanimous.**

    ii.  <u>Data Science – Certificate – Northwestern CT CC</u>

**Chair Harris called for a motion to approve the new Northwestern CT CC Certificate in Data Science program. The motion was moved by N. Cohen and seconded by P. Rosa.** Dr. David Ferreira, Dean of Academic and Student Affairs, President Michael Rooke, and Professor Crystal Wiggins, Mathematics, presented for NCCC. President Rooke stated that Northwestern CT CC is the first community college to offer a Certificate in Data Science. By Fall 2019, NCCC will move forward an Associate's degree in Data Science to the Academic Council, then to the ASA Committee and the BOR for approval. Professor Wiggins discussed the changes in the Data Science employment field. This degree can be taken as a hybrid with some on ground classes or fully online.
**A substitute motion was made by N. Cohen and seconded by P. Rosa to approve the Northwestern CT CC Certificate in Data Science that can be taken as a hybrid or completely online program. Chair Harris called for a vote on the substitute motion and it was unanimously approved.**

f. Appointment of CSU Professors
    i.  Michèle Bacholle – ECSU

Provost William Salka spoke in support of Dr. Bacholle's nomination as a CSU Professor.
**On a motion by N. Cohen seconded by P. Rosa, a vote was taken to approve the nomination of Dr. Michèle Bacholle of Eastern CT State University as a CSU Professor and the vote was unanimous.**

g. <u>BOR Policy - Amendment to Satisfactory Progress Policy</u>

Chair Harris noted that the incorrect policy, the Amendment to Academic Progress Policy for Student Financial Aid Recipients, was included in the BOR ASAC agenda packet for the June 7, 2019 meeting. The correct policy amendment: Satisfactory Progress – Statement on Satisfactory Progress, was distributed to the BOR ASA Committee. **Chair Harris called for a motion to approve the proposed amendment to the BOT of the Community Technical Colleges Section Three – Academic Affairs 3.8 Satisfactory Progress policy. The motion was moved by P. Rosa and seconded by N. Cohen.** Arthur Poole, Director of Educational Opportunity, presented the policy and the amendment noting that the BOT for the Community Technical Colleges policy on Satisfactory Progress allows students to retake a course a second time. This is not allowed by some accrediting agencies for professional programs. The Nursing Program is a good example of a program where the accrediting requirements allow

only one retake of a course. Several of the Nursing Directors were in attendance to respond to questions regarding the amendment.

**Chair Harris called for a vote to approve the proposed amendment to the BOT of the Community Technical Colleges Section Three – Academic Affairs 3.8 Satisfactory Progress policy and the vote was unanimous.**

ADDITIONAL DISCUSSION ITEMS

A.  BOT/BOR Policies
Regent Cohen suggested a review of all BOT/BOR policies. Dr. Ken Klucznik noted that, this summer, the Students First Committee is doing an audit of existing BOT/BOR policies with a focus on academic policies and the community colleges. A workgroup will be created to review the policies in Fall 2019. Regent Cohen requested a list of existing BOT/BOR policies when it is created.

B.  Data Science – Certificate – Northwestern CT CC – New Program
Chair Harris stated that Northwestern CT CC should have a marketing plan for the proposed new Data Science Certificate.

C.  CSCU Online Programs – Market Penetrations
Provost Gates noted that this summer, consultants will review market penetrations of CSCU's online programs and identify areas with the highest growth. The findings will be shared with all CSCU community colleges and the CT State Universities. Dr. Harris requested that the ASA Committee receive the results of this review.

**On a motion by N. Cohen and seconded by A. Budd, the Committee voted unanimously to adjourn the meeting of the BOR Academic and Student Affairs Committee at 10:55 a.m.**

**TO:**     ASA Committee Members

**FROM:**  Arthur Poole

Per the request of Regent Harris, we have categorized the academic program requiring retroactive accreditation by the Board of Regents in four groupings:

List 1: Programs that have or will be terminated or consolidated - these need only retroactive accreditation.

| Institution | Program(s) |
|---|---|
| Capital CC | **Computer Information Systems: Mobil Application Developer** / AS Degree & Certificate |
| Capital CC | **Health Information Management** / AS Degree & Certificate |
| Eastern CSU | **Educational Studies: STEM** / MS Degree |

List 2: Those programs lacking data or have very low enrollments which have not improved over the past three years - approve but require they come back with a full request for continued accreditation in the Fall.

| Institution | Program(s) |
|---|---|
| Capital CC | **Biotechnology** / AS Degree |
| Capital CC | **Construction Management** / AS Degree & Certificate |
| Gateway CC | **BOT: Electronic Health Records and Coding Option** / Certificate |
| Gateway CC | **Firefighting 1 & 2 Certification Academy** / Certificate |
| Gateway CC | **Data Security Specialist** / AS Degree |
| Gateway CC | **Mobile Application Development** / AS Degree |
| Gateway CC | **Public Utilities Management** / AS Degree |
| Gateway CC | **Automotive Technology** / AS Degree & Certificate |
| Middlesex CC | **Health Information Management** / AS Degree & Certificate |
| Middlesex CC | **Biotechnology** / Certificate |
| Middlesex CC | **Manufacturing Engineering Technology** / AS Degree |
| Middlesex CC | **Digital Media Production** / AAS Degree |
| Middlesex CC | **Audio and Music** / Certificate |
| Middlesex CC | **Film and Video** / Certificate |

List 3: Those programs that are showing enrollment increases but are not near projections - approve with a request for continued accreditation next Spring.

| Institution | Program(s) |
|---|---|
| Asnuntuck CC | **Registered Medical Assistant** / AS Degree & Certificate |
| Capital CC | **Computer Networking** / AS Degree & Certificate |
| Eastern CSU | **Philosophy** / BA Degree |
| Housatonic CC | **Paramedic Studies** / AS Degree |
| Manchester CC | **Interpersonal and Organizational Communication** / AA Degree |
| Quinebaug Valley CC | **Business Administration: Health Services Management** / AS Degree |
| Quinebaug Valley CC | **Computer Science: Web Development** / AS Degree |
| Quinebaug Valley CC | **Computer Aided Design** / Certificate |
| Three Rivers CC | **Graphic Design** / AS Degree |
| Three Rivers CC | **Construction Technology** / AAS Degree |

List 4: Those programs that look "healthy" - grant accreditation for seven semesters as stated in the policy we approved last month.

| Institution | Program(s) |
| --- | --- |
| Eastern CSU | **Health Sciences** / BS Degree |
| Eastern CSU | **Liberal Studies** / BA Degree |
| Eastern CSU | **New Media Studies** / BA Degree |
| Eastern CSU | **Criminology** / BA Degree |
| Housatonic CC | **Medical Assisting** / AS Degree |
| Manchester CC | **Radiologic Science** / AS Degree |
| Norwalk CC | **Software Engineering** / AAS Degree |
| Norwalk CC | **Mobile Programming** / AAS Degree |