

Coordinating Board for Higher Education

Agenda of Meeting

**9:00 AM
Thursday
February 9, 2006**

**Room 490/492
Truman State Office Building**

COORDINATING BOARD FOR HIGHER EDUCATION

Lowell C. Kruse, Chair, St. Joseph

Diana Bourisaw, Vice Chair, St. Louis

Kathryn F. Swan, Secretary, Cape Girardeau

Martha L. Boswell, Columbia

Marie Carmichael, Springfield

Jeanne Patterson, Kansas City

Duane Schreimann, Jefferson City

Gregory Upchurch, St. Louis

Earl Wilson, Jr., St. Louis

TIME: 9:00 AM
Thursday
February 9, 2006

PLACE: Room 490/492
Truman State Office Building
Jefferson City

**Coordinating Board for Higher Education
February 8-9, 2006
Department of Higher Education Offices
and
Truman State Office Building
Jefferson City
Schedule of Events**

WEDNESDAY, FEBRUARY 8

1:00 PM – 5:00 PM CBHE Work Session, Large Annex Conference Room
MDHE Offices

THURSDAY, FEBRUARY 9

9:00 AM Presidential Advisory Committee and Coordinating Board
for Higher Education Meeting
(breakfast pastries and coffee service)
Room 490/492
Truman State Office Building

12:00 PM – 12:45 PM Lunch
Truman State Office Building Cafeteria

Following lunch Resume CBHE Meeting, if necessary

**COORDINATING BOARD FOR HIGHER EDUCATION
PRESIDENTIAL ADVISORY COMMITTEE**

**Representatives by Statute
January 2006**

Public Four-year Universities

Dr. Aaron Podolefsky
President
Central Missouri State University
Administration 202
Warrensburg 64093

Dr. Henry Givens, Jr.
President
Harris-Stowe State University
3026 Laclede Avenue
St. Louis 63103

Dr. Carolyn Mahoney
President
Lincoln University
820 Chestnut
Jefferson City 65101

Dr. Julio León
President
Missouri Southern State University
3950 East Newman Road
Joplin 64801

Dr. James Scanlon
President
Missouri Western State University
4525 Downs Drive
St. Joseph 64507

Dr. Dean Hubbard
President
Northwest Missouri State University
800 University Drive
Maryville 64468

Dr. Ken Dobbins
President
Southeast Missouri State University
One University Plaza
Cape Girardeau 63701

Dr. Michael Nietzel
President
Missouri State University
901 South National Avenue
Springfield 65802

Dr. Barbara Dixon (COPHE President)
President
Truman State University
100 East Normal
Kirksville 63501

Dr. Elson Floyd
President
University of Missouri
321 University Hall
Columbia 65211

Dr. Brady Deaton
Chancellor
University of Missouri-Columbia
105 Jesse Hall
Columbia 65211

Dr. Guy Bailey
Chancellor
University of Missouri-Kansas City
5100 Rockhill Road
Kansas City 64110

Dr. John Carney III
Chancellor
University of Missouri-Rolla
206 Parker Hall
Rolla 65401-0249

Dr. Thomas George
Chancellor
University of Missouri-St. Louis
8001 Natural Bridge Road
St. Louis 63121

Public Two-year Colleges

Dr. Steven Gates
Crowder College
601 Laclede Avenue
Neosho 64850

Dr. Edward Jackson
President
East Central College
P.O. Box 529
Union 63084

Mr. William McKenna
President
Jefferson College
1000 Viking Drive
Hillsboro 63050-1000

Dr. Jackie Snyder
Chancellor
Metropolitan Community Colleges
3200 Broadway
Kansas City 64111

Dr. Terry Barnes (MCCA President)
President
Mineral Area College
5270 Flat River Road
Park Hills 63601

Dr. Evelyn Jorgenson
President
Moberly Area Community College
101 College Avenue
Moberly 65270

Dr. Neil Nuttall
President
North Central Missouri College
1301 Main Street
Trenton 64683

Dr. Norman Myers
President
Ozarks Technical Community College
1417 North Jefferson
Springfield 65801

Dr. John McGuire
President
St. Charles Community College
4601 Mid Rivers Mall Drive
St. Peters 63376

Dr. Henry Shannon
Chancellor
St. Louis Community College
300 South Broadway
St. Louis 63110

Dr. Marsha Drennon
President
State Fair Community College
3201 West 16th Street
Sedalia 65301-2199

Dr. John Cooper
President
Three Rivers Community College
Three Rivers Boulevard
Poplar Bluff 63901

Public Two-year Technical College

Dr. Donald Claycomb
President
Linn State Technical College
One Technology Drive
Linn 65051

Independent Four-year Colleges and Universities

Dr. Keith Lovin
President
Maryville University of St. Louis
13550 Conway Road
St. Louis 63131

Dr. Marianne Inman
President
Central Methodist University
Church Street
Fayette 65248

Dr. William L. Fox
President
Culver-Stockton College
One College Hill
Canton 63435-9989

Dr. Mark S. Wrighton
Chancellor
Washington University
One Brookings Drive
St. Louis 63130

Independent Two-year Colleges

Dr. Judy Robinson Rogers
President
Cotter College
1000 West Austin
Nevada 64772-1000

COORDINATING BOARD FOR HIGHER EDUCATION

TIME: 9:00 AM
Thursday
February 9, 2006

PLACE: Room 490/492
Truman State Office Building
Jefferson City

AGENDA

	<u>Tab</u>	<u>Presentation by:</u>
I. Introduction		
A. Call to Order		Lowell C. Kruse, CBHE Chair
B. Confirm Quorum		Secretary
II. Presidential Advisory Committee		
A. FY 2007 Budget Update	A	Gregory G. Fitch, Commissioner Donna Imhoff, Budget Analyst
B. Summary of Proposed Legislation Related to Higher Education	B	Gregory G. Fitch, Commissioner Becky Brennecke, Legislative Liaison
C. Review of and Update on State Student Aid Task Force Recommendations		Dan Peterson, Director Financial Assistance and Outreach
III. Action Items		
A. Minutes of the December 8, 2005 CBHE Meeting		Lowell C. Kruse, CBHE Chair
B. Proposed 2007 CBHE Meeting Dates and Locations	C	Gregory G. Fitch, Commissioner
C. Crowder College and Missouri Southern State University Agreement on Associate Degree Delivery	D	Robert Stein, Associate Commissioner
D. State Student Financial Aid Program Processing for 2006-2007	E	Dan Peterson, Director Financial Assistance and Outreach

	<u>Tab</u>	<u>Presentation by:</u>
E. Recertification of Institutional Eligibility to Participate in the Charles Gallagher Student Financial Assistance Program and Other State Student Financial Assistance Programs	F	Dan Peterson, Director Financial Assistance and Outreach
F. Missouri/Kansas Reciprocal Agreement	G	Robert Stein, Associate Commissioner for Academic Affairs
IV. Consent Calendar		
A. Distribution of Community College Funds	H	Donna Imhoff, Budget Analyst
B. Academic Program Actions	I	Robert Stein, Associate Commissioner for Academic Affairs
C. Proprietary School Certification Actions and Reviews	J	Robert Stein, Associate Commissioner for Academic Affairs
D. Distribution of MDHE Improving Teacher Quality Grant Program Awards	K	Robert Stein, Associate Commissioner for Academic Affairs
V. Discussion Items		
A. MDHE Administrative Services Update	L	Donna Imhoff, Budget Analyst
B. Committee on Transfer and Articulation Update	M	Robert Stein, Associate Commissioner
C. Math/Science Summit	N	Robert Stein, Associate Commissioner for Academic Affairs
D. Update on Structure for Annual Reports on Higher Education Centers Operated by Southeast Missouri State University and Three Rivers Community College	O	Robert Stein, Associate Commissioner
E. Community College Out-of-District Programs Inventory Review	P	Robert Stein, Associate Commissioner
F. Report of the Commissioner		Gregory G. Fitch, Commissioner
G. Other items received after posting of the agenda		

Executive Session

RSMo 610.021(1) relating to “legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.”

RSMo 610.021(3) relating to “hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.”

Other matters that may be discussed in closed meetings, as set forth in RSMo 610.021.

Individuals needing special accommodations relating to a disability should contact Brenda Miner, at the Missouri Department of Higher Education, 3515 Amazonas Drive, Jefferson City, MO 65109 or at 573.751.2361, at least three working days prior to the meeting.

**COORDINATING BOARD FOR HIGHER EDUCATION
MINUTES OF MEETING
December 8, 2005**

The Coordinating Board for Higher Education met at 1:00 p.m. on Thursday, December 8, 2005 at the Missouri Department of Higher Education in Jefferson City:

Members present were:

Lowell C. Kruse, Chair
Diana Bourisaw
Jeanne Patterson (via conference call)
Marie Carmichael (via conference call)
Duane E. Schreimann
Kathryn Swan
Gregory Upchurch

Opening Comments

CBHE Chair Lowell C. Kruse called the Coordinating Board for Higher Education (CBHE) meeting to order. A list of guests attending the meeting is included as Attachment A.

The presence of a quorum was established with a roll call vote.

Chair Kruse welcomed everyone to the meeting and asked for active participation from the audience members if they have a comment to make regarding any of the board's agenda items.

Committee Reports

CBHE Audit Committee Chair Duane Schreimann provided a brief recap of the meeting of the audit committee that took place earlier in the day. Mr. Schreimann noted that each board member was sent a copy of the BKD audit report of the Missouri Student Loan Group. The audit committee met with MDHE staff and Ms. Deborah McCoy of BKD, LLP reviewing the results of the audit they recently completed of the FY 2003 and FY 2004 financial statements of the Missouri Student Loan Program.

Mr. Schreimann stated that the BKD audit is essentially a clean audit. It indicates the financial statements are accurately reporting the accounts. BKD provided the committee and MDHE staff with a management letter making a couple of recommendations relating to requiring staff vacation time to be used and safeguarding fixed assets. Steps have been taken by the department to address these minor concerns. Mr. Schreimann made a motion **to accept the BKD audit for the accounts, reports, and financial statements June 30, 2003 and 2004.** Ms. Kathryn Swan seconded the motion and it passed unanimously.

This was no student loan/financial aid committee report.

Approval of Minutes

Dr. Diana Bourisaw moved **that the minutes of the October 13, 2005 CBHE meeting be approved as printed.** Ms. Swan seconded the motion and it passed unanimously.

Proposed 2007 CBHE Meeting Dates and Locations

Action on the proposed 2007 CBHE meeting dates and locations was tabled until the February 9, 2006 meeting.

Recommendations of State Student Aid Task Force

Mr. Dan Peterson, Director, Financial Assistance and Outreach Group provided a review of the basis for the establishment of the State Student Aid Program Task Force. He recognized members of the task force in attendance at today's meeting and expressed appreciation for the hard work and efforts of the task force. Mr. Peterson also recognized the MDHE staff that have provided administrative support to the task force and the staff that have provided data and analysis requested by the task force in order for the group to complete its work.

Established in March 2005, this is the first time this type of task force has had an opportunity to study and make recommendations on critical issues related to simplification, consolidation, and restructuring of the state aid programs administered by the Missouri Department of Higher Education. Also through this process the task force was able identify existing appropriated funds that may be reallocated to other programs. Mr. Peterson believes the task force has met their charge with the report and recommendations for improving the delivery of state aid programs.

A draft of the task force report was presented to the CBHE at the October 13 board meeting. The final meeting of the task force was on November 21, which resulted in the final report of the task force. There are nine recommendations, separated into three categories based on the mission statement of the task force: access, funding, and administrative efficiencies and opportunities.

Implementation of the recommendations will require amendments to existing statutes and administrative rules for the applicable state aid programs. Some recommendations are more complex than others and will require more time to implement. As a result, the task force is also recommending that the members continue their work to discuss other issues as progress is made with the implementation of the recommended actions.

Ms. Patterson asked for a clarification of recommendation 3, which would eliminate high school academic criteria and the extracurricular activity from the eligibility requirements of the need-based Missouri College Guarantee Program and recommendation 6, which addresses the inconsistencies in renewal eligibility criteria for state aid programs.

Concerning Recommendation 3, the task force discovered that some of the lowest income students are unable to fulfill this merit-based requirement and receive the need-based funding because of other responsibilities and commitments they must fulfill outside of school. The task force agreed that for the Missouri College Guarantee Program to be a

truly need-based aid program they recommended the high school merit-based criteria be eliminated from eligibility requirements.

Concerning Recommendation 6, currently the Missouri College Guarantee Program and the A+ Program require a student to maintain a 2.5 grade point average to be eligible as a renewal student while the other state aid programs only require the student to maintain satisfactory academic progress as defined by the postsecondary institution. As a result, some students may lose the need-based aid program award but maintain the merit-based award. Consistent renewal eligibility criteria is less confusing to students and families while providing an expectation that students maintain a 2.5 grade point average to be eligible as for renewal awards.

Ms. Patterson asked if the task force has any concerns that raising the renewal criteria to a 2.5 grade point average will create a higher dropout rate in the long term. Mr. Peterson said that the task force engaged in a lengthy discussion about this issue, but in the end felt it was important to bring up the expectation that students maintain a certain grade point average while in college in order to be eligible for renewal of the programs. Mr. Peterson noted that as the recommendations are implemented, student outcomes relating to the eligibility criteria will be monitored.

There were questions from the presidents and chancellors about the cost of attendance and award amounts for the Missouri College Guarantee Program for the 2006-07 academic year. Mr. Peterson said that as the CBHE State Aid Program Task Force continues its work and addresses the total state student financial aid picture, MDHE staff will propose to continue using the 2004-05 Missouri College Guarantee cost of attendance (\$13,935) and the same maximum award (\$6,200) for the 2006-07 academic year. This process allows the MDHE to maximize the use of the current program funding levels so that the maximum number of students with financial need receives College Guarantee awards. Based on the discussions of the State Aid Program Task Force that have occurred over the past several months this process has been positively received and has worked very well.

There was some concern expressed regarding the recommendation that would reduce student eligibility from 10 semesters to 8 semesters for all of the state student financial assistance programs. While there should be encouragement for students to complete their degrees in the most efficient manner possible, this recommendation could create a disincentive for students who want to switch their majors or are working toward a double major. Mr. Peterson noted that the task force engaged in lengthy discussions weighing the benefits and drawbacks of this recommendation. The task force came to the conclusion that this recommended change provides an opportunity to identify existing appropriated funds and either reallocate those funds to need-based student aid or increase the maximum Bright Flight scholarship award.

Ms. Swan complimented the task force for their hard work and the strength of the resulting recommendations.

Dr. Bourisaw made a motion **that the Coordinating Board for Higher Education adopt the report of the State Aid Program Task Force and commend the task force members for their work on this important issue.**

It is also recommended that the board direct the Commissioner of Higher Education to draft the necessary amendments to the department's administrative rules to implement the applicable recommendations in the report.

It is further recommended that the board direct the commissioner, in consultation with public, independent, and proprietary institutions, to develop proposed legislation for the 2006 session of the General Assembly in order to implement the recommendations requiring statutory change.

Finally, it is recommended that the board extend the existence of the State Aid Program Task Force in order to permit the completion of the remaining tasks within their charge, including the model for distribution of need-based assistance and other issues that may arise as the result of these recommended actions. Mrs. Swan seconded the motion.

Following discussion on the original motion, Mr. Upchurch made a motion to amend the recommended action to **include an annual report by the State Student Aid Program Task Force to be provided to the CBHE each year during the December board meeting.** Mrs. Swan seconded the amendment to the motion. The board unanimously passed the amendment to the motion.

The motion, as amended, passed unanimously.

MOHELA Board Update

Dr. Jim Matchefts provided the CBHE with an update on the discussion that occurred during the October 13, 2005 CBHE meeting surrounding rumors that the Missouri Student Loan Program may be moved out of the Department of Higher Education, including possible legislation that would move the MSLP under the control of the Missouri Higher Education Loan Authority (MOHELA). At this time there has not been any pre-filed legislation that would introduce such action. Commissioner Fitch also noted that the MOHELA administration and Board of Directors have expressed their support for the MSLP as it currently exists.

Update on Transfer and Articulation

Dr. Robert Stein provided an update on the activities of the CBHE's standing advisory committee, the Committee on Transfer and Articulation (COTA).

COTA is actively exploring technology-based products that would enhance and streamline college search, placement, admissions, and transfer processes. Several nationwide vendors offer products that address these issues. COTA will be meeting with representatives of various vendors during its next meeting.

At COTA's request, MDHE staff is designing a web page, part of the MDHE website, that will provide resources relating to credit transfer, state policies, external resources, news stories and other resources relevant to transfer and articulation.

COTA sent a letter in September to all Missouri institutions encouraging fair and equitable treatment of all transfer students. The intent of the letter was to reinforce that institution-based transfer decisions are based on consistent and supportable rationale and

that institutions should not deny transfer credit simply based on the educational sector of the sending institution. At its next meeting on December 13, COTA will consider encouraging proprietary institutions to develop articulation agreements across all sectors, as well as encouraging proprietary institutions to seek regional accreditation.

COTA is encouraging all institutions to become engaged in a statewide conversation about the development of an Associate of Arts in Teaching (AAT) degree. Ideally, an articulated AAT degree involving community colleges and at least one four-year receiving institutions will be submitted to the MDHE for program review and approval. Prospective students would be required to pass C-BASE exams for completion of the AAT.

The Transfer-Friendly Subcommittee has distributed a survey to college and university staff to research institutional credit transfer processes. Subcommittee members are also reviewing self-assessment instruments promoted by the Council for Adult and Experiential Learners regarding adult-friendly institutions to determine applicability to a transfer-friendly initiative in Missouri. Recommendations will be forthcoming in 2006.

Each higher education sector has been invited to participate on a Transfer Articulation Conference Coordinating Committee to help COTA plan and design a statewide conference slated for February 2007.

The State Board of Education (SBE) has adopted revised minimum high school graduation requirements that will take effect in 2010. With the change, the CBHE admissions requirement to public four-year institutions that will be less than what the SBE has adopted as a high school graduation requirement. Based on the changes the SBE has made and based on the 16-unit high school core curriculum requirement which was adopted in 1992 it is time to explore updates that may need to be made to the policy.

Dr. Bourisaw made a motion that **the Coordinating Board for Higher Education charge COTA to review the board's Core Curriculum Admissions Guidelines and to recommend changes, as appropriate, for CBHE review and approval.** Mr. Schreimann seconded the motion.

Mr. Upchurch made a motion to amend the recommended action **to provide recommended changes relating to the board's Core Curriculum Admissions Guidelines by the CBHE by the June 2006 CBHE meeting.** Mr. Schreimann seconded the motion to amend the recommended action. The amendment to the motion passed unanimously.

The motion, as amended, passed unanimously.

Issues Relating to Three Rivers Community College (TRCC) and Southeast Missouri State University (SEMO)

Commissioner Fitch provided the CBHE with a brief review of the issues and activities that have taken place between TRCC and SEMO since February 2005. Commissioner Fitch cited continued concerns related to the delivery of education services to students in the Southeast Missouri area, particularly expressed by a number of legislators during the past months. Despite repeated approaches and attempts to intervene by the MDHE, as well as attempts by others within the higher education community, there appear to be

irreconcilable differences between TRCC and SEMO. Both institutions continue to demonstrate a genuine effort to serve students; MDHE is hopeful that this may serve as a foundation for future partnership and collaborative opportunities.

MDHE staff has completed a comprehensive review of all documents and materials associated with the dispute between the two institutions. The intent of the recommendations is to ensure that students will not be adversely affected by disputes between institutions and that institutions serving the same region of the state avoid unnecessary duplication of effort. In addition, specific recommendations are presented to ensure that currently enrolled students continue to be served and that the needs of new students seeking services are met.

Dr. Ken Dobbins, President, Southeast Missouri State University thanked Commissioner Fitch for his efforts in attempting to resolve this dispute. Dr. Dobbins expressed hope that this situation sheds additional light on the need for a stronger Coordinating Board for Higher Education.

Following discussion regarding the recommended action, the board decided to divide the recommendation into two parts, taking action on each separately.

Dr. Bourisaw made a motion that **the board direct the commissioner and MDHE staff to actively monitor higher education off-campus/out-of-district residence centers throughout the state using the following framework. Should the department become aware of any of the following conditions, the department should take steps to ensure the institutions are operating the facilities and are pursuing collaborative efforts within the parameters of state statutes and regulations.**

- **An institution requests MDHE to assist in the mediation of a dispute between one or more institutions;**
- **Tensions in an area reach a critical mass resulting in potentially detrimental effects on the delivery of student services;**
- **There is evidence of excessive duplication of services when multiple off-campus/out-of-district higher education sites exist within the same community; or**
- **Institutions engage in excessive competition with each other resulting in less than efficient use of state funds.**

Mrs. Swan seconded the motion and it passed unanimously.

The dispute between Southeast Missouri State University and Three Rivers Community College meets one or more of the above conditions. Mr. Upchurch made a motion **that the board acknowledge the conflict resolution efforts of both institutions relating to the operation of the southeast Missouri higher education centers. Both institutions are strongly encouraged to continue to provide coordinated oversight with respect to ongoing joint programs and to continue to seek future collaborative opportunities.**

It is further recommended that the board direct the commissioner to design a standard annual report on the operation and support of all higher education centers operated by TRCC and SEMO. This annual report should be submitted to the CBHE/MDHE by July 1 of each year, until such time the board determines to sunset

this requirement. The standard report should minimally include the following data elements:

- **Analysis of need**
- **Budget and expenditures**
- **Tuition and fee funds**
- **Enrollments**
- **Program/course offerings**
- **Percent of students meeting admissions requirements**
- **Student progress (semester to semester/year to year) for both underprepared and prepared students**
- **Services (counseling, financial aid, advisement) rendered to both underprepared and prepared students**

Dr. Bourisaw seconded the motion and it passed with the following vote:

Diana Bourisaw-aye
Marie Carmichael-aye
Lowell C. Kruse-aye
Jeanne Patterson-aye
Duane E. Schreimann-aye
Kathryn Sawn-abstain
Gregory Upchurch-aye

State-Level Assessment Policy

Dr. Stein provided the board with a historical perspective of conversations that have taken place in Missouri relating to assessment of student learning. Throughout the years, Missouri institutions have worked both individually and collectively to develop assessment programs that are responsive to both external and internal constituencies. In addition, since 1991 public institutions have participated in a grass-roots assessment consortium, the Missouri Assessment Consortium (MAC), since 1991 to promote good practice and share exemplary models. Most recently, 33 Missouri institutions formed the Measuring Value-Added Student Learning Consortium in order to forge state-level discussions about and experimentation with common assessment approaches.

Currently there are no state-level public policy assessment guidelines. Questions surrounding the development of a state-level public policy include: is there a need for such a policy on assessment, what are some of the essential elements that should be included in such a framework, what is the role of state policymakers in the development of institutional assessment program, and should the CBHE define a process for guiding the development of a state-level assessment policy.

Presidents and chancellors expressed concern surrounding the challenging prospect of developing a state-level policy on assessment. In addition to the complex nature of assessment, evaluation of institutions' assessment plans are a significant part of the accreditation process through the North Central Association.

Others suggested that any conversation at the state-level should be with an eye toward quality improvement and implementing a sound process rather than mandating actual assessment tools.

Dr. Stein reinforced that development of a statewide policy should not be focused on compliance issues.

The board came to a consensus that the state system of higher education has an obligation to at least engage in a meaningful conversation about developing a state-level policy on assessment. The current group, including Chief Academic Officers involved in the Measuring Value-Added Student Learning Consortium will be encouraged to move this conversation forward and provide the CBHE with guidance as to the need for a statewide assessment policy. The board requested regular updates on the discussion.

FY 2005 Annual Report

Commissioner Fitch briefly summarized the contents of the FY 2005 Annual Report. The full report is available on the MDHE website. The report has been distributed in hard copy to the Governor and members of the General Assembly.

Executive Session

Dr. Diana Bourisaw moved that the board proceed to executive session for the following purpose:

Section 610.021 (3), RSMo relating to “hiring firing, disciplining or promoting of particular employees by a public government body when personal information about the employee is discussed or recorded.” Mrs. Swan seconded the motion and it passed unanimously with the following vote:

Lowell C. Kruse-aye
Diana Bourisaw-aye
Marie Carmichael-aye
Jeanne Patterson-aye
Duane E. Schreimann-aye
Kathryn Swan-aye
Gregory Upchurch-aye

The CBHE retired to the small annex conference room of the MDHE offices for the executive session.

**Coordinating Board for Higher Education
Executive Session
December 8, 2005
Small Annex Conference Room
Department of Higher Education
Meeting Summary**

Board members attending were:

Lowell C. Kruse, Chair
Diana Bourisaw
Marie Carmichael (via conference call)
Jeanne Patterson (via conference call)
Duane Schreimann
Kathryn Swan
Gregory Upchurch

Board members not present:

Martha Boswell
Earl Wilson, Jr.

Others attending were:

Gregory G. Fitch, Commissioner

The Coordinating Board for Higher Education met in executive session for the purpose of completing the annual performance review of Gregory G. Fitch, Commissioner of Higher Education.

Following completion of the performance review, Mr. Duane Schreimann made a motion to adjourn the executive session; Mr. Gregory Upchurch seconded the motion. The motion to adjourn the executive session was unanimously passed with the following vote:

Diana Bourisaw	-	aye
Marie Carmichael	-	aye
Lowell C. Kruse	-	aye
Jeanne Patterson	-	aye
Duane Schreimann	-	aye
Kathryn Swan	-	aye
Gregory Upchurch	-	aye

There being no further business to come before the board Mr. Schreimann made a motion to adjourn the CBHE meeting; Mr. Upchurch seconded the motion and it passed unanimously.

Respectfully submitted,
Kathryn Swan, Secretary
Coordinating Board for Higher Education

**Roster of Attendees
Coordinating Board for Higher Education
December 8, 2005**

Name	Affiliation
James Baker	Missouri State University
Terry L. Barnes	Mineral Area College
Constance Bowman	Harris Stowe State University
J. Burke	Harris Stowe State University
Joe Camille	University of Missouri-Columbia
Donald Claycomb	Linn State Technical College
Kenneth Dean	University of Missouri-Columbia
Barbara Dixon	Truman State University
Ken Dobbins	Southeast Missouri State University
Don Doucette	Metropolitan Community Colleges
Charles Gooden	Harris Stowe State University
Henry Givens, Jr.	Harris Stowe State University
Donna Imhoff	Missouri Department of Higher Education
James Kellerman	Missouri Community College Association
Jillian Lair	Southeast Missouri State University
Stephen Lehmkuhle	University of Missouri-Kansas City
David Lieb	Associated Press
Brian Long	Council on Public Higher Education
Carolyn Mahoney	Lincoln University
Jim Matchefts	Missouri Department of Higher Education
John McGuire	St. Charles Community College
Michael McManis	Truman State University
Marianne Mills	Office of Administration
Brenda Miner	Missouri Department of Higher Education
Marty Oetting	University of Missouri-Columbia
Ann Pearce	Central Missouri State University
Dan Peterson	Missouri Department of Higher Education
Aaron M. Podolefsky	Central Missouri State University
David R. Russell	University of Missouri System
Greg Sandbothe	Missouri Department of Higher Education
William E. Shoehigh	University of Phoenix
Joe Simmons	Lincoln University
Robert Stein	Missouri Department of Higher Education

ATTACHMENT A

Jackie Snyder
Rochelle Tilghman

Metropolitan Community Colleges
Harris Stowe State University

Sarah A. Topp
Leroy Wade
Paul Wagner
Beth Wheeler
John Wittstruck

Gamble and Schleimeier
Missouri Department of Higher Education
Senate Research
Missouri Western State University
Missouri Department of Higher Education

Phil Wright

Central Missouri State University

AGENDA ITEM SUMMARY

AGENDA ITEM

FY 2007 Budget Update
Coordinating Board for Higher Education
February 9, 2006

DESCRIPTION

The FY 2007 governor's recommendations for the state's institutions of higher education include a two percent increase from the FY 2006 level, despite continued strain on limited state revenues.

The FY 2007 governor's recommendations for the administration of the Department of Higher Education (DHE) provide increased funding from federal and other funds along with a four percent pay plan increase to the employees. During fiscal years 2001 - 2006, DHE has suffered general revenue funding reductions of nearly 65 percent, with a reduction of over 67 percent of its FTE during that period. These reductions required substantial restructuring within DHE while determining the ability of DHE staff to meet mandatory duties and services required by state and federal law.

STATUTORY REFERENCE

Chapter 173, RSMo, Chapter 33.210 – 33.290, Chapter 163.191, RSMo

RECOMMENDED ACTION

This is a discussion item only.

ATTACHMENT

FY 2007 – Governor Recommendations

FY 2007 - Administration

	FY 2006		FY 2007 CBHE		FY 2007 Gov		% Change	
	Core Budget	FTE	Recommendation	FTE	Recommendation	FTE	from FY 2006	FTE
Coordination Admin - Core	451,132	13.67	467,437	14.57	692,436	14.57	53.49%	7%
Proprietary - Core	124,586	2.08	124,586	2.08	124,586	2.08	0%	0%
Grant/Schol. Admin - Core	119,416	2.00	103,849	2.00	103,849	2.00	-13.04%	0%
Salary Adjustment	N/A		N/A		22,736		N/A	
Proprietary Bond Fund	100,000		100,000		100,000		0%	
MHEC	82,500		90,000		90,000		9%	
Anatomical Board	3,069		3,069		0		-100%	
Eisen./Teacher Quality - Core	1,776,425	1.00	1,776,425	1.00	1,776,425	1.00	0%	0%
Salary Adjustment	N/A		N/A		2,321		N/A	
New Federal/Other Grants	2,000,000		2,000,000		2,000,000		0%	
IT Consolidation	1,171,967	14.81	0	0.00	0	0.00	-100%	-100%
TOTAL*	4,657,128	18.75	4,665,366	19.65	4,912,353	19.65	5%	5%

* Totals do not include IT consolidation amounts since they will be under the control of the Office of Administration.

FY 2006 Supplemental - Administration

FY06 MHEC	7,500
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FY 2007 - Financial Assistance And Outreach

	FY 2006		FY 2007 CBHE		FY 2007 Gov		% Change	
	Core Budget	FTE	Recommendation	FTE	Recommendation	FTE	from FY 2006	FTE
Academic Scholarship (Bright Flight)	15,787,000		15,787,000		15,787,000		0%	
Gallagher Scholarship Program	16,628,436		16,628,436		16,628,436		0%	
College Guarantee Program	8,385,000		8,385,000		8,385,000		0%	
Advantage Missouri Program	105,000		0		0		-100%	
Public Service Grant Program	60,710		60,710		60,710		0%	
Vietnam Survivor Program	50,000		50,000		50,000		0%	
Marguerite Ross Barnett Program	425,000		425,000		425,000		0%	
GEAR UP - Core	1,655,599	5.50	1,655,599	5.50	1,655,599	5.50	0%	0%
Salary Adjustment	N/A		N/A		8,766		N/A	
TOTAL	43,096,745	5.50	42,991,745	5.50	43,000,511	5.50	-0.22%	0%

FY 2007 - Missouri Student Loan Program

	<u>FY 2006</u>		<u>FY 2007 CBHE</u>		<u>FY 2007 Gov</u>		<u>% Change</u>	
	<u>Core Budget</u>	<u>FTE</u>	<u>Recommendation</u>	<u>FTE</u>	<u>Recommendation</u>	<u>FTE</u>	<u>from FY 2006</u>	<u>FTE</u>
Loan Program Admin - Core	11,692,246	50.67	11,810,047	50.77	11,810,047	50.77	1%	0.20%
E-Gov't - Core	7,661		0		0		-100%	
Salary Adjustment	N/A		N/A		76,166		N/A	
Loan Program Revolving Fund and Other Loan Funds	98,850,000		98,750,000		98,750,000		-0.10%	
<u>TOTAL</u>	<u>110,549,907</u>	<u>50.67</u>	<u>110,560,047</u>	<u>50.77</u>	<u>110,636,213</u>	<u>50.77</u>	<u>0.08%</u>	<u>0.20%</u>

FY 2007 - All Institutions

	FY 2006 Core Budget	FY 2007 CBHE Recommendation	FY 2007 Gov Recommendation	% Change from FY 2006
<u>Community Colleges</u>				
Crowder	4,501,655	6,226,071	4,568,730	1%
East Central	5,225,206	7,227,095	5,303,061	1%
Jefferson	7,666,780	10,603,610	7,781,015	1%
Metropolitan	31,851,545	44,053,437	32,326,133	1%
Mineral Area	5,023,128	6,947,351	5,097,973	1%
Moberly	4,854,349	6,778,089	4,990,941	3%
North Central	2,479,665	3,429,745	2,516,612	1%
Ozark Technical	9,363,824	13,326,828	9,763,725	4%
St. Charles	7,013,917	10,049,558	7,362,077	5%
St. Louis	45,799,718	63,345,999	46,482,134	1%
State Fair	5,325,886	7,366,183	5,405,242	1%
Three Rivers	4,232,393	5,992,902	4,407,184	4%
Sub Total	133,338,066	185,346,868	136,004,827	2%
Tax Refund Offset	250,000	250,000	250,000	0%
TOTAL	133,588,066	185,596,868	136,254,827	2%
<u>State Technical College</u>				
Linn State Technical College	4,540,164	9,135,797	4,634,133	2%
Tax Refund Offset	30,000	30,000	30,000	0%
TOTAL	4,570,164	9,165,797	4,664,133	2%
<u>Four-year Institutions</u>				
Missouri Southern	21,112,134	41,110,906	21,539,003	2%
Missouri Western	20,766,117	37,812,484	21,197,492	2%
Central Missouri	53,827,478	83,180,389	54,963,213	2%
Southeast Missouri	43,832,008	65,660,651	44,734,189	2%
Missouri State	80,295,971	122,256,411	81,930,532	2%
Northwest Missouri	29,866,436	46,907,361	30,484,455	2%
Truman State	40,768,154	63,028,753	41,583,517	2%
Lincoln University	16,752,592	26,240,034	17,125,184	2%
Harris-Stowe	9,810,682	15,886,799	10,006,896	2%
University of Missouri	400,819,361	568,484,175	409,141,189	2%
UMKC School of Dentistry	1,000,000	1,000,000	1,000,000	0%
Sub Total	718,850,933	1,071,567,963	733,705,670	2%
Tax Refund Offset	875,000	875,000	875,000	0%
TOTAL	719,725,933	1,072,442,963	734,580,670	2%

FY 2007 - UM Related

	<u>FY 2006 Core Budget</u>	<u>FY 2007 CBHE Recommendation</u>	<u>FY 2007 Gov Recommendation</u>	<u>% Change from FY 2006</u>
Hospitals and Clinics	13,135,457	13,989,262	13,185,079	0.38%
State Historical Society	830,341	874,350	830,341	0%
Alzheimer's Program	0	398,640	0	0%
Mo Rehabilitation Center	10,116,691	10,774,276	10,116,691	0%
State Seminary Funds	3,250,000	3,250,000	3,250,000	0%
Missouri Institute of Mental Health	1,839,880	1,937,394	1,839,880	0%
Mo Kidney Program	4,016,774	4,229,663	4,016,774	0%
Spinal Cord Injury Research	400,000	400,000	400,000	0%
MOREnet	10,153,081	10,691,194	10,153,081	0%
Telehealth Network	628,200	419,355	419,355	-33%
TOTAL	44,370,424	46,964,134	44,211,201	-0.36%

FY 2007 - Total Appropriations

	FY 2006		FY 2007 CBHE		FY 2007 Gov		\$ Change	
	Appropriation	FTE	Recommendation	FTE	Recommendation	FTE	from FY 2006	FTE
General Revenue	823,641,377	21.90	1,235,604,747	18.65	841,165,483	18.65	17,524,106	-15%
Federal Funds	5,247,638	6.50	5,232,025	6.50	5,468,111	6.50	220,473	0%
Other Funds	223,741,319	61.33	222,550,148	50.77	222,626,314	50.77	-1,115,005	-17%
<u>TOTAL*</u>	<u>1,052,630,334</u>	<u>89.73</u>	<u>1,463,386,920</u>	<u>75.92</u>	<u>1,069,259,908</u>	<u>75.92</u>	<u>16,629,574</u>	<u>-15%</u>

* Totals include resources reallocated to a new section for information technology that will be under the control of the Office of Administration.

AGENDA ITEM SUMMARY

AGENDA ITEM

Summary of Proposed Legislation Related to Higher Education
Coordinating Board for Higher Education
February 9, 2006

DESCRIPTION

The second regular session of the 93rd Missouri General Assembly convened on January 4, 2006. Summaries of bills relating to higher education are provided in the attachment.

STATUTORY REFERENCE

Section 163.191, RSMo, and Chapter 173, RSMo

RECOMMENDED ACTION

This is a discussion item only.

ATTACHMENT

Summary of Higher Education Related Legislation

**Summary of Higher Education Related Legislation
Second Regular Session, 93rd General Assembly**

Last Updated: January 20, 2006

Bill Number	Sponsor	Description	Status
SB 572	Coleman	Establishes a tuition grant program for children and spouses of deceased military members	To Senate Pensions, Veterans' Affairs & General Laws 01/09/06, Hearing scheduled 01/24/06
SB 580	Shields	Requires collaboration between the departments of economic development, elementary and secondary education, and higher education to achieve a more efficient and effective educational system	To Senate Education 01/09/06, Heard 01/17/06
SB 590	Nodler	Grants additional authority to the CBHE including binding arbitration and the ability to levy fines	To Senate Education 01/09/06, Heard 01/17/06
SB 615	Stouffer	Extends the Animal Research and Production Facilities Protection Act to apply to all agricultural research and production facilities	To Senate Judiciary and Civil & Criminal Jurisprudence 01/09/06
SB 641	Scott	Requires all contributions to MO\$T be held for twelve months	To Senate Financial and Governmental Organizations & Elections 01/09/06, Heard 01/19/06
SB 650	Champion	Revises terms of office and eligibility criteria for the governing board of Missouri State University	To Senate Education 01/09/06, Heard 01/17/06
SB 654	Nodler	Establishes the Associate Degree Transfer Incentive Scholarship Program	To Senate Education 01/09/06, Heard 01/17/06
SB 655	Nodler	Allows MOHELA to provide primary school loans	To Senate Education 01/09/06, Heard 01/17/06
SB 656	Nodler	Requires the CBHE to hold out-of-state public higher education institutions to criteria similar to public in-state higher education institutions	To Senate Education 01/09/06, Hearing scheduled 01/24/06
SB 662	Crowell	Increases the amount of the Bright Flight scholarship from \$2,000 per year to \$4,000 a year	To Senate Education 01/09/06, Hearing scheduled 01/24/06
SB 670	Green	Creates an income tax deduction for higher education expenses	To Senate Ways & Means 01/09/06
SB 673	Graham	Requires that one voting member of the board be a student at the University of Missouri, Missouri State University and Truman State University	To Senate Education 01/10/06
SB 679	Gross	Extends the termination date for a grant program regarding capital improvements for engineering colleges in the University of Missouri system	To Senate Education 01/10/06, Hearing scheduled 01/24/06
SB 708	Wilson	Provides tuition grants to certain military members who served in Iraq	To Senate Education 01/10/06, Hearing scheduled 01/24/06
SB 725	Bray	Permits underage culinary students to taste, but not consume, certain alcoholic beverages as required by a curriculum	To Senate Judiciary and Civil & Criminal Jurisprudence 01/10/06

SB 857	Nodler	Grants additional authority to the CBHE including binding arbitration and the ability to levy fines	To Senate Education 01/12/06, Heard 01/17/06
SB 876	Loudon	Establishes a tuition grant program for children and spouses of deceased or disabled military members	To Senate Pensions, Veterans' Affairs & General Laws 01/19/06, Hearing scheduled 01/24/06
HB 1060	Cunningham, J.	Requires governing boards at state colleges and universities to take a roll-call vote on policy matters	To House Higher Education 01/12/06
HB 1078	Cunningham, M.	Establishes a tuition grant program for children and spouses of deceased military members	To House Veterans 01/12/06, Hearing scheduled 01/25/06
HB 1141	Jackson, J.	Changes the distribution of some of the proceeds in the Gaming Commission Fund which may impact funding for the Missouri College Guarantee Program	To House Veterans 01/19/06
HB 1229	Avery	Requires that one voting member of the board be a student at the University of Missouri, Missouri State University, Missouri Southern State University and Truman State University	To House Higher Education 01/19/06
HB 1231	Avery	Allows students to use Bright Flight scholarship to attend college in another state when the program of study is not offered at any school in Missouri	To House Higher Education 01/19/06
HB 1237	Cooper, N.	Establishes a tuition grant program for children of deceased military members	House Second Read 01/05/06
HB 1251	Guest	Extends the termination date for a grant program regarding capital improvements for engineering colleges in the University of Missouri system	House Second Read 01/09/06
HB 1308	Pratt	Requires that one voting member of the board be a student at the University of Missouri, Missouri State University and Truman State University	To House Higher Education 01/19/06
HB 1347	Myers	Requires students at public institutions of higher education take certain American history and American literature courses	House Second Read 01/12/06
HB 1402	Wright	Requires every university in this state participating in an NCAA Division I sport to schedule one contest a year with every other university in this state in the same sport in that division	House Second Read 01/18/06
HB 1428	Robb	Increases the amount of the Bright Flight scholarship from \$2,000 per year to \$4,000 a year	To House Higher Education 01/19/06

AGENDA ITEM SUMMARY

AGENDA ITEM

Proposed 2007 CBHE Meeting Dates and Locations
Coordinating Board for Higher Education
February 9, 2006

DESCRIPTION

The established 2006 CBHE meeting dates and locations are:

<u>DATE</u>	<u>LOCATION</u>
February 8-9	MDHE Office and Truman State Office Building, Jefferson City
April 5-6	Westminster College, Fulton
June (dates to be determined)	Harris-Stowe State University, St. Louis
August 10	CBHE Annual Retreat, Jefferson City
October 11-12	St. Charles Community College, St. Charles
December 6-7	Site TBD, Jefferson City

Listed below are the proposed 2007 CBHE meeting dates and locations:

<u>DATE</u>	<u>LOCATION</u>
February 7-8	Lincoln University, Jefferson City
April 11-12	Stephens College, Columbia
June 13-14	Bryan College, Springfield
August 9	CBHE Annual Retreat, Jefferson City
October 10-11	North Central Missouri College, Trenton
December 5-6	Site TBD, Jefferson City

STATUTORY REFERENCE

Section 173.005.3, RSMo, Coordinating Board for Higher Education

RECOMMENDED ACTION

It is recommended that the Coordinating Board for Higher Education adopt the proposed 2007 meeting dates and locations.

ATTACHMENT(S)

None

Coordinating Board for Higher Education
February 9, 2006

AGENDA ITEM SUMMARY

AGENDA ITEM

Crowder College and Missouri Southern State University Agreement on Associate Degree Delivery
Coordinating Board for Higher Education
February 9, 2006

DESCRIPTION

The Coordinating Board for Higher Education (CBHE) is committed to the establishment of a balanced, cost-effective, quality education system that meets the needs of local citizens, distinguishes institutional roles and responsibilities for academic program delivery in a region, and involves collaboration among the state's institutions. The intent of this agenda item is to present a proposed agreement between Missouri Southern State University and Crowder College concerning associate and certificate programs for board review and approval.

Background

Missouri Southern State University (MSSU), which had formerly been a state college, officially became a university on August 28, 2003. Included in the legislation that authorized this change in status was a stipulation that by July 1, 2008, MSSU would discontinue any and all associate degree programs unless their continuation was approved by the CBHE (Sections 174.231.1 and 2, RSMo).

According to the state's official program inventory, MSSU has 11 associate degree programs. In February 2005, the MDHE staff encouraged MSSU and its potential partners in the region to engage in extensive review to determine a plan of action for each associate degree program so that prospective students and all currently enrolled students would be protected during any transitions that may occur. Furthermore, it was acknowledged that, if possible, programs with specialized accreditation should not be adversely affected and that all future programmatic delivery decisions would be in compliance with state law.

MSSU and Crowder College have been participating in comprehensive discussions regarding the needs and capabilities of each institution in relation to the programs in question and the needs of citizens in the region. As a result of these discussions, a joint agreement was signed in August 2005 by the president and board chair of each institution. The agreement identified programs for deletion and for retention by MSSU. In the months that have followed, MDHE staff has been working with both institutions to ensure:

- Alignment with the state's official program inventory,
- Protection to prospective and currently enrolled students in any transition, and
- Identification of dates for no new admissions and program deletions.

Coordinating Board for Higher Education
February 9, 2006

As a result of this work, the proposal from MSSU and Crowder has MDHE staff support for the following deletions, retentions, and program changes with corresponding stipulations.

Programs and Options Identified for Deletion:

- AS, Accounting
- AA, General
- AS, General Business
- AS, Pre-Engineering
- Graphic Design option in the AS, Computer Aided Drafting/Design degree
- Network System Administration option in the AS, Computer Information Science degree
- Website Administration option in the AS, Computer Information Science degree

Programs, Options, and Program Changes Identified for Retention:

AS, Computer Assisted Manufacturing Technology

AS, Dental Hygiene

AS, Radiologic Technology

AS, Respiratory Therapy

AS, Law Enforcement with options in:

 Basic Law Enforcement Academy

 General

AS, Computer Aided Drafting and Design Engineering Technology (new title) with an option in General

AS, Computer Information Science with an option in Computer Information Systems

CO, Missouri Peace Officer (program change)

C1, Paralegal (program change)

C2, Paramedic (program change)

Stipulations:

- No new students will be admitted to a discontinued associate degree by MSSU after the beginning of the fall 2006 semester.
- The deleted degrees and options will be officially removed from the CBHE program inventory in September 2006 although MSSU will continue to grant degrees to currently enrolled students through fiscal year 2008.
- MSSU will not lengthen the current certificate programs.
- MSSU will continue to offer an EMT certificate and a fire science certificate both of which are less than one semester and are therefore not listed in the state's program inventory.
- MSSU will work with Crowder to ensure that students currently enrolled in associate degree programs and options targeted for deletion will be protected and provided opportunities to complete their educational goals.

In addition to identifying proposed programs for retention, deletion, and program changes, the joint agreement reaffirms a commitment of both institutions to the following:

- Collaborative work between MSSU and Crowder will continue to ensure seamless transfer.

- Crowder will be the primary provider of associate degrees in its voluntary service region (except for those retained by MSSU).
- MSSU will be the primary provider of baccalaureate-level programs within the area.
- Crowder acknowledges limitations on delivery of lower-division coursework or degrees offered in Joplin.
- No certificate programs will be offered by MSSU beyond Paramedic, EMT, Missouri Peace Officer Training, Basic Fire Academy, and Paralegal.
- The Alliance for Business Consulting and Development (a joint MSSU/Crowder initiative) will continue with some modifications in the distribution of Alliance proceeds.
- MSSU and Crowder will retain open communication about course delivery off each main campus.
- Specific equipment is listed in the agreement that will move from MSSU to Crowder.

Crowder College has also indicated to MDHE staff that its current inventory of certificate and associate degree programs is sufficiently aligned with the programs targeted for discontinuation at MSSU so that all current and prospective students will be protected.

Conclusion

As a result of each institution's determination and commitment, MSSU and Crowder have designed a model collaborative agreement that balances institutional interests with responsiveness to local citizens' needs for access, quality and affordability, and a commitment to meet state objectives for a balanced, cost-effective, quality higher education delivery system.

STATUTORY REFERENCE

Section 173.020, RSMo, Responsibilities of the Coordinating Board

Section 174.231, RSMo, Missouri Southern State University, mission statement--discontinuance of associate degree program.

RECOMMENDED ACTION

It is recommended that the Coordinating Board for Higher Education commend Dr. Julio Leon, president of Missouri Southern State University, Dr. Stephen Gates, president of Crowder College, the boards of each institution, and the respective staff at each institution for their dedication and leadership in forging a model collaborative agreement.

It is further recommended that the Coordinating Board for Higher Education approve the program deletions, program retentions, program changes, and stipulations outlined in this board item.

ATTACHMENT(S)

None

AGENDA ITEM SUMMARY

AGENDA ITEM

State Student Financial Aid Program Processing for 2006-2007
Coordinating Board for Higher Education
February 9, 2006

DESCRIPTION

The Missouri College Guarantee Program, Section 173.245, RSMo, enacted by the Missouri General Assembly and signed into law by the governor in 1998, provides need-based scholarships to eligible Missouri citizens. In addition to demonstrating financial need, a student must achieve the following high school eligibility criteria:

- An ACT composite score of 20 or higher or an SAT composite verbal and math score of 950 or higher;
- A cumulative high school grade point average of 2.5 or higher; and
- Has participated in extracurricular activities.

Following the statutory provisions, when determining the student's demonstrated financial need the student's calculated maximum cost of attendance shall not exceed the average calculated cost of attendance at the campus of the University of Missouri which has the largest total enrollment, as determined by the Coordinating Board. In addition, the amount of book expenses shall not exceed the book allowance established for this program by the Coordinating Board.

The student's maximum annual College Guarantee award, in compliance with the statutory provisions, shall not exceed the current average cost of tuition and fees at the campus of the University of Missouri which has the largest total enrollment, and a standard book allowance as determined by the Coordinating Board. The maximum award shall be further reduced by the amount of any non-loan need-based federal financial aid, all other non-loan need-based assistance received by or on behalf of the student pursuant to other provisions of this chapter and any other non-loan need-based state financial aid.

As a result, when tuition continues to increase, the student's maximum cost of attendance and maximum award increases annually. The following table displays the maximum calculated cost of attendance and the maximum award for each year since the program began in the 1999-2000 academic year.

Academic Year	Cost of Attendance	Maximum Award
1999-2000	\$10,900	\$4,500
2000-2001	\$11,250	\$4,600
2001-2002	\$11,640	\$4,800
2002-2003	\$11,770	\$4,900
2003-2004	\$12,685	\$5,400
2004-2005	\$13,935	\$6,200

If the MDHE followed the same process and continued using the maximum calculated amounts for the current 2005-2006 academic year and the upcoming 2006-2007 academic year, the maximum calculated cost of attendance and the maximum award would be the following amounts.

Academic Year	Cost of Attendance	Maximum Award
2005-2006	\$14,759	\$6,540
2006-2007	\$15,425	\$6,828

Since the appropriation for the College Guarantee Program has remained constant at approximately \$8 million over the last four fiscal years and additional funding for fiscal year 2007 has not been identified, fewer students would continue to receive scholarship awards.

Based on interpretation of the statutory language, the department cannot exceed the annual maximum calculated cost of attendance and award amounts, but believe it is possible to use lesser amounts when processing scholarship awards. Therefore, based on discussions that occurred a year ago with Council on Public Higher Education (COPHE) and Missouri Community College Association (MCCA), as well as discussions with Independent Colleges and Universities of Missouri (ICUM) representatives, MDHE staff proposed and the CBHE approved using the 2004-05 maximum cost of attendance (\$13,935) and the maximum award (\$6,200) for the 2005-06 academic year.

As the CBHE State Aid Program Task Force continues its work and addresses the total state student financial aid program picture, MDHE staff is proposing to continue using the same Missouri College Guarantee cost of attendance (\$13,935) and the same maximum award (\$6,200) for the 2006-07 academic year.

This process will allow the MDHE to continue to maximize the use of the current program funding levels so that the maximum number of students with financial need receives College Guarantee awards. With this in mind, and based on the discussions of the State Aid Program Task Force that have occurred over the past several months, MDHE staff believes this process has been positively received and has worked very well.

STATUTORY REFERENCE

Section 173.245, RSMo, Missouri College Guarantee Program

Coordinating Board for Higher Education
February 9, 2006

RECOMMENDED ACTION

It is recommended that MDHE staff continue to use the 2004-2005 maximum cost of attendance (\$13,935) and maximum annual award (\$6,200) for processing the Missouri College Guarantee Program awards for the 2006-2007 academic year.

ATTACHMENT(S)

None

AGENDA ITEM SUMMARY

AGENDA ITEM

Recertification of Institutional Eligibility to Participate in the Charles Gallagher Student Financial Assistance Program and Other State Student Financial Assistance Programs
Coordinating Board for Higher Education
February 9, 2006

DESCRIPTION

In compliance with the regulations on institutional eligibility for participation in the Charles Gallagher Student Financial Assistance Program, approved institutions must be recertified every three (3) years. The institutional eligibility criteria to participate in the Charles Gallagher Student Financial Assistance Program is the same for all of the state student financial assistance programs that the Coordinating Board has the statutory responsibility to administer. As a result, this recertification process applies to the same Missouri institutions that also approved to participate under Section 173.205(2)(3), RSMo in the other state programs listed below.

Bright Flight Scholarship Program
Marguerite Ross Barnett Memorial Scholarship Program
Missouri College Guarantee Program
Public Service Officer or Employee's Child Survivor Grant Program
Vietnam Veteran's Survivor Grant Program

All institutions, including those that were last recertified in June 2002 or that were approved for participation since 2002, are scheduled for recertification.

The process of recertification requires the distribution and completion of an institutional application for recertification, a review of the institution's compliance with the data collection requirements of the Coordinating Board for Higher Education, approval by the Coordinating Board, and notification to each institution from the commissioner regarding the board's action.

The Missouri Department of Higher Education staff distributed the application for recertification to all approved institutions in October 2005. The attached list indicates all of the current participating institutions that are being recommended for recertification.

STATUTORY REFERENCE

6 CSR 10-2.010, Institutional Eligibility for Participation in the Charles Gallagher Student Financial Assistance Program
Section 173.200, RSMo, Charles Gallagher Student Financial Assistance Program

Coordinating Board for Higher Education
February 9, 2006

RECOMMENDED ACTION

It is recommended that the Coordinating Board for Higher Education approve the institutions listed in the attachment for recertification to participate in the state student financial assistance programs administered by the Coordinating Board for Higher Education until February 2008.

ATTACHMENT

List of Institutions Recommended for Recertification for Participation

**MISSOURI DEPARTMENT OF HIGHER EDUCATION
MISSOURI STUDENT FINANCIAL ASSISTANCE PROGRAMS**

**Approved Institutions
Alphabetical by Institution
October 2005**

5010	Avila University	5130	Missouri Valley College
7003	Boonslick Area Vocational School	2050	Missouri Western State University
7130	Cape Girardeau Career & Technology Center	3100	Moberly Area Community College
5030	Central Methodist University	7062	Nichols Career Center
2010	Central Missouri State University	3170	North Central Missouri College
7005	Cleveland Chiropractic College	2070	Northwest Missouri State University
5160	College of the Ozarks	7061	Northwest Technical School
7160	Columbia Area Career Center	3025	Ozarks Technical Community College
5040	Columbia College	5140	Park University
6010	Cottey College	7064	Pike Lincoln Technical Center
3010	Crowder College	7066	Poplar Bluff Technical Career Center
5050	Culver-Stockton College	8000	Ranken Technical College
5060	Drury University	7068	Research College of Nursing
3020	East Central College	5150	Rockhurst University
7101	Eldon Career Center	7069	Rolla Technical Institute
5080	Fontbonne University	4020	Saint Louis University
7100	Four Rivers Career Center	7091	Saint Luke's College
7102	Franklin Technology Center	7073	Saline County Career Center
7074	Gibson Technical Center	7103	Sikeston Career & Technology Center
7120	Grand River Technical School	7093	Southeast Missouri Hospital College of Nursing
7007	Hannibal Career and Technical Center	2080	Southeast Missouri State University
5090	Hannibal-LaGrange College	5170	Southwest Baptist University
2020	Harris-Stowe State University	3105	St. Charles Community College
7013	Hillyard Technical Center	7070	St. Louis College of Pharmacy
3030	Jefferson College	3120	St. Louis Community College
7009	Jewish Hospital College of Nursing and Allied Health	3150	State Fair Community College
7010	Kansas City Art Institute	5180	Stephens College
7149	Lebanon Technology and Career Center	7014	Texas County Technical Institute
7004	Lester Cox College of Nursing	3160	Three Rivers Community College
7150	Lex La-Ray Technical College	2060	Truman State University
2030	Lincoln University	1010	University of Missouri - Columbia
5100	Lindenwood University	1020	University of Missouri - Kansas City
7040	Linn State Technical College	1030	University of Missouri - Rolla
7050	Logan University	1040	University of Missouri - St. Louis
5110	Maryville University	4030	Washington University
3070	Metropolitan Community Colleges	7110	Waynesville Technical Academy
3090	Mineral Area College	5200	Webster University
5120	Missouri Baptist University	6050	Wentworth Military Academy
2040	Missouri Southern State University	5210	Westminster College
2090	Missouri State University	5220	William Jewell College
2100	Missouri State University-West Plains	5230	William Woods University

AGENDA ITEM SUMMARY

AGENDA ITEM

Missouri/Kansas Reciprocal Agreement
Coordinating Board for Higher Education
February 9, 2006

DESCRIPTION

In order to expand student access to academic programming not available in the respective states of Missouri and Kansas, and to promote the efficient utilization of existing resources, the Missouri Coordinating Board for Higher Education (CBHE), the Kansas Board of Regents, and the Curators of the University of Missouri have entered into several consecutive reciprocal agreements. The intent of this board item is to provide the board with an update about the most recent agreement under consideration.

Background

Missouri and Kansas signed their first formal reciprocal agreement in 1989 involving architecture seats for Missouri students and dentistry seats for Kansas students at in-state tuition rates. The second agreement, signed in 1991, reduced the number of dentistry seats available and included several optometry seats. Two more agreements were signed in 1996 and 2001.

Under the current agreement, Missouri residents have 491 in-state tuition seats divided between the School of Architecture and Urban Design at the University of Kansas and the College of Architecture and Design at Kansas State University. Kansas residents have in-state tuition seats at the School of Dentistry at the University of Missouri - Kansas City (80 seats) and at the School of Optometry at the University of Missouri - St. Louis (20 seats). This agreement expires June 30, 2006.

New Agreement

A new five-year reciprocal agreement is in the process of finalization. The new agreement is for five years – from July 1, 2006 to June 30, 2011 – and contains essentially the same technical provisions as the current agreement. The number of architecture seats available to Missouri residents remains the same (491). The Kansas Board of Regents will determine how the waivers should be divided between the University of Kansas and Kansas State University to ensure an equitable distribution of waivers between the two institutions. The number of seats available to Kansas residents has changed slightly. Dentistry seats were increased from 80 to 85 while optometry seats were reduced from 20 to 12.

Coordinating Board for Higher Education
February 9, 2006

The Kansas Board of Regents approved the attached agreement at its meeting on January 18, 2006, and has sent signed copies to Missouri for processing. The University of Missouri and the Missouri Department of Higher Education have both indicated support for this draft.

Conclusion

Missouri and Kansas have developed a long-term collaborative relationship that serves the needs of residents in both states. This new agreement will continue to provide Missouri and Kansas students access to high-quality programs at advantageous tuition rates.

STATUTORY REFERENCE

Section 173.050(2), RSMo, Statutory requirements regarding the CBHE's authority to receive
expend federal funds for educational programs
Public Law 107-110, Title II of the Elementary and Secondary Education Act: The No Child
Left Behind Act of 2001

RECOMMENDED ACTION

It is recommended that the Coordinating Board for Higher Education endorse the new five-year Missouri/Kansas Reciprocal Agreement.

ATTACHMENT

Draft Missouri-Kansas Reciprocal Agreement

**MISSOURI - KANSAS AGREEMENT ON ARCHITECTURE,
DENTISTRY, AND OPTOMETRY**

AN AGREEMENT

By and Between the Kansas Board of Regents,
The Missouri Coordinating Board for Higher Education,
and The Curators of the University of Missouri
Regarding Reciprocal Tuition and the Exchange of Students

In order to expand student access to academic programming not available in the respective states of Missouri and Kansas and to promote the efficient utilization of existing resources, the Missouri Coordinating Board for Higher Education, the Kansas Board of Regents, and the Curators of the University of Missouri agree to establish a reciprocal tuition agreement for Missouri residents desiring to study in the professionally accredited architecture, architectural engineering, landscape architecture, or interior architecture programs in the School of Architecture and Urban Design at the University of Kansas or the College of Architecture and Design at Kansas State University, and for Kansas residents desiring to study accredited professional programs in the School of Dentistry at the University of Missouri-Kansas City or optometry at the University of Missouri-St. Louis School, of Optometry. The following provisions and procedures shall govern this agreement.

I. Admission Requirements

Missouri students desiring to study in the Kansas programs under this agreement shall apply directly to the Kansas programs for admission and must be granted unconditional admission to the appropriate professional school in accordance with customary institutional procedures. Kansas students desiring to study in the Missouri programs under this agreement shall apply to the Kansas Board of Regents to be designated as a potential applicant. Kansas students interested in optometry shall only be designated as a potential applicant if they agree to comply with the requirements of K.S.A. 74-3270 through 74-3273, including engaging in the practice of optometry in Kansas on a full-time basis following successful completion of the optometry program. After receiving the designation as potential applicants, Kansas students shall apply directly to the Missouri programs for admission and must be granted unconditional admission to the appropriate professional school in accordance with customary institutional procedures. Once admitted, students covered by this agreement shall be entitled to all customary rights and privileges accorded out-of-state students.

II. Limitations on Number of Reciprocal Tuition Waivers

The institutions participating in this reciprocal tuition agreement may admit as many Kansas or Missouri students to the programs under this agreement as may qualify for admission although they shall endeavor to structure admissions so a reasonably steady flow of new students can be maintained from one year to the next. However, the total number of out-of-state tuition waivers under this agreement for all students shall be 97 for Kansas residents, with 85 Kansas residents in the UMKC School of Dentistry and 12 Kansas residents in the University of Missouri-St.

Louis, School of Optometry. For Missouri residents, a total of 491 out-of-state tuition waivers in the architecture programs at both Kansas institutions combined shall be available. The number of waivers for architecture students shall be divided between the University of Kansas and Kansas State University, as determined by the Kansas Board of Regents, to ensure an equitable distribution of total waivers between the two institutions.

Any present or future bilateral articulation agreements between a Missouri institution and the Kansas Board of Regents regarding architecture education and any subsequent award of out-of-state tuition waivers shall not be a part of this agreement and shall not reduce the limit of 491 tuition waivers for Missouri students studying architecture at these Kansas institutions as established by this agreement. Any present or future bilateral articulation agreements between a Missouri institution and the Kansas Board of Regents regarding dentistry or optometry education and any subsequent award of out-of-state tuition waivers shall not be a part of this agreement and shall not reduce the limit of 97 tuition waivers for Kansas students studying dentistry or optometry at these Missouri institutions as established by this agreement

III. Purchase of Additional Waivers

On a space-available basis as determined by the admitting institution(s), either state may elect to purchase additional waivers beyond the limits stated in Section II by paying the difference between in-state and out-of-state fees. The number of waivers purchased shall be dependent upon appropriations for that purpose and the expanded limit established by the admitting institution. In order to exercise this option, the interested state shall inform its counterpart of its intent not later than July 15 or the prior academic year.

IV. General Student Eligibility Standards

To be eligible to receive a waiver of out-of-state tuition fees under this agreement and to qualify for an annual renewal of the waivers, a student must satisfy the following criteria:

- A. Demonstrate that he or she satisfies the residency requirements of his or her respective home state. In cases of dispute, the final decision on residency shall be made by the Missouri Coordinating Board for Higher Education for Missouri students and by the Kansas Board of Regents for Kansas students.
- B. Maintain full-time, continuous enrollment, not including summer sessions. Exceptions to this provision shall be limited to (1) a student who must interrupt his/her studies owing to a bona fide medical problem, as determined jointly by the student's physician and the institution, and (2) a student who receives an approved leave of absence from the academic program in which he or she is enrolled.
- C. Maintain satisfactory academic progress and good behavior as defined by the admitting institution.

- D. Sign a FERPA release form to permit the administrating institution to fulfill reporting requirements of Section X.

V. Status of Current Students

Subject to the availability of tuition waivers under the limits established by this agreement, all eligible students enrolled on April 1, 2006, in one of the schools specified in this agreement with an out-of-state tuition waiver shall continue to receive an out-of-state waiver during the duration of this agreement provided he or she continues to satisfy the eligibility criteria in Section IV. Continued eligibility for waivers in subsequent terms shall be governed by the remaining provisions of this agreement.

Former students with advanced standing who are presently on an approved leave of absence and who would otherwise have been eligible to receive a tuition waiver this past year shall also qualify for a waiver under the same provisions as other current continuing students.

VI. Priority Ranking for Classes of Students

In the event that more students are eligible for tuition waivers than permitted by the limits established in Section II plus any additional waivers purchased under Section III, the following priority ranking for classes of students shall be followed for the assignment of tuition waiver recipients, subject to the limits on eligibility as defined in the provisions of this agreement.

- A. First priority shall be given to all full-time, continuing students in good standing who have already begun their professional course work and who had, during the previous academic term, a tuition waiver or a waiver purchased by their home state with the exception that no students shall receive a waiver for more academic years of subsidized study than ordinarily required by a full-time student to complete a degree program in a field of study included in this agreement, as determined by the admitting institution.
- B. Second priority shall be given to all first-time entering students and any continuing students in good standing who did not have a waiver during the previous academic term.

VII. Rank Ordering to Eligible Students within Classes

If only a portion of all continuing students who held a waiver the previous term can be awarded a waiver in the upcoming term, all second-year (sophomore) students shall be rank ordered in the manner described in this section, and all waivers that are available for students in this group shall be awarded on a competitive basis. Similarly, if only a portion of all first-time entering students and continuing students who did not receive a waiver the previous term can be awarded a waiver, all of these students shall be rank ordered in the manner described, and all waivers that are available for students in this group shall be awarded on a competitive basis.

Eligible students affected by the provisions of this section shall be rank ordered in terms of academic performance and unmet financial need as determined by the admitting institution. The student at the top of the rank-ordered list shall receive the first available out-of-state tuition waiver, and all remaining waivers shall be awarded in descending order of priority ranking.

Eligible students who do not receive a waiver as a result of this process shall constitute a rank-ordered waiting list that shall be utilized as described in Section VIII.

VIII. Waiting Lists

In the event a student receiving a tuition waiver under this agreement terminates his or her studies during the fall term or otherwise becomes ineligible, the admitting institution shall, at the beginning of the subsequent spring term, assign the vacant waiver to the first eligible student on the waiting list established in Section VII. The waiting list at each institution shall be recalculated at the end of each term. Students entering at mid-year shall be added to the institution's waiting list for that year.

IX. Nondiscriminatory Selection Procedures

The admission of students and the assignment of waivers under this agreement shall be accomplished in accordance with all applicable state and federal nondiscrimination statutes.

X. Reporting Requirements

Within fifteen (15) working days following the official census date for each institution for both the fall and spring terms, each participating institution shall provide the Missouri Coordinating Board for Higher Education, the Kansas Board of Regents, and the Board of Curators of the University of Missouri a summary report on the students receiving a tuition waiver under this agreement. This report shall include the name, address, classification status, and major of each student receiving an out-of-state tuition waiver. This report shall also include the name and address, in rank order, of students on any waiting lists that may have been established.

XI. Implementation

This agreement shall become effective July 1, 2006, and shall remain in effect until June 30, 2011, with the proviso that in the event this agreement is not renewed or extended, students enrolled in a program who hold out-of-state tuition waivers under this agreement at the time it expires shall continue to receive this benefit until their graduation or until they would otherwise become ineligible under the terms of this agreement. Representatives of the Missouri Coordinating Board for Higher Education, the Kansas Board of Regents, and the Board of Curators of the University of Missouri, as designated by each organization, shall meet, as determined necessary and appropriate by the parties, to evaluate this agreement.

XII. General

- A. Any notices or other communications required or permitted to be given or delivered hereunder shall be in writing and shall be sufficiently given if delivered personally or sent by registered or certified mail, return receipt requested, postage prepaid, to the parties at their addresses first appearing above or at such other addresses as either party may from time to time designate to the other in writing, and such notice or other communication shall be deemed to be given as of the date it was personally delivered or deposited in the mail, as the case may be.
- B. That none of the terms or conditions herein shall in any manner be altered, amended, waived, or abandoned except by written agreement of the parties, and no delay by a party in enforcing any of its rights hereunder shall be deemed a waiver of such rights.
- C. In the event that any condition, covenant, or other provision herein contained is held to be invalid or void by any court of competent jurisdiction, the same shall in no way affect any other condition, covenant, or other provision herein contained. If such condition, covenant, or other provision shall be deemed invalid due to its scope or breadth, such condition, covenant, or other provision shall be deemed valid to the extent of the scope or breadth permitted by law.
- D. This agreement sets forth the entire understanding of the parties and supersedes any and all prior agreements, arrangements, and understandings relating to the subject matter hereof. This agreement shall be binding upon, and inure to the benefit of, the parties and their respective successors, legal representatives, and assigns. The article or section headings, if any, of this agreement are for convenience of reference only and do not form a part hereof and do not in any way modify, interpret, or construe the intentions of the parties. This agreement shall be executed in one or more counterparts, and all such counterparts shall constitute one and the same instrument. The person who executes this contract on behalf of a party to the contract expressly represents and warrants that he/she has the full and complete authority to do so.

IN WITNESS WHEREOF, the parties hereto have executed this agreement and/or authorized the same to be executed by their duly authorized representatives as of the date shown below the respective signatures, said agreement to become effective as of the later date.

THE KANSAS BOARD OF REGENTS

THE MISSOURI COORDINATING
BOARD FOR HIGHER EDUCATION

(Signature)

(Signature)

(Printed Name)

(Printed Name)

(Title)

(Title)

(Date)

(Date)

THE CURATORS OF THE
UNIVERSITY OF MISSOURI

(Signature)

(Printed Name)

(Title)

(Date)

AGENDA ITEM SUMMARY

AGENDA ITEM

Distribution of Community College Funds
Coordinating Board for Higher Education
February 9, 2006

DESCRIPTION

The process for making state aid payments to the community colleges in FY 2006 will be monthly. All FY 2006 state aid appropriations are subject to a three percent governor's reserve.

The payment schedule for December 2005 through January 2006 state aid distributions is summarized below.

State Aid (excluding M&R) – GR portion	\$ 13,372,114
State Aid – lottery portion	989,422
Workforce Preparation – GR portion	2,418,766
Workforce Preparation – lottery portion	215,398
Out-of-District Programs	190,118
Technical Education	3,305,810
Workforce Preparation for TANF Recipients	265,794
Maintenance and Repair	<u>967,303</u>
TOTAL	\$ 21,724,725

The total distribution of state higher education funds to community colleges during this period is \$21,724,725.

STATUTORY REFERENCE

Section 163.191, RSMo

RECOMMENDED ACTION

Assigned to Consent Calendar

ATTACHMENT(S)

None

Coordinating Board for Higher Education
February 9, 2006

AGENDA ITEM SUMMARY

AGENDA ITEM

Academic Program Actions
Coordinating Board for Higher Education
February 9, 2006

DESCRIPTION

All program actions that have occurred since the December 8, 2005 Coordinating Board meeting are reported in this information item.

STATUTORY REFERENCE

Sections 173.005.2(1), 173.005.2(7), 173.030(1), and 173.030(2), RSMo, Statutory requirements regarding CBHE approval of new degree programs

RECOMMENDED ACTION

Assigned to Consent Calendar

ATTACHMENT

Academic Program Actions

ACADEMIC PROGRAM ACTIONS

I. Programs Discontinued

No actions of this type have been taken since the last board meeting.

II. Programs and Options Placed on Inactive Status

No actions of this type have been taken since the last board meeting.

III. New Programs Not Approved

No actions of this type have been taken since the last board meeting.

IV. Approved Changes in Academic Programs

Mineral Area College

1. Current Program:

AAS, Paramedic Technology

Approved Change:

Add one-year certificate (C1) in Paramedic Technology

Program as Changed:

AAS, Paramedic Technology
C1, Paramedic Technology

2. Current Program:

AAS, Horticulture Services Operations Technology
Turf Management

Approved Change:

Add two options: (1) Landscape Design/Greenhouse Nursery Management
and (2) Viticulture

Program as Changed:

AAS, Horticulture Services Operations Technology
Turf Management
Landscape Design/Greenhouse Nursery Management
Viticulture

3. Current Program:
None

Approved Change:
Add one-semester certificate (C0) in Viticulture

Program as Changed:
C0, Viticulture

Missouri Southern State University

1. Current Programs:
AS, Law Enforcement with options in
Basic Law Enforcement
General
AS and BS degrees in health related occupations

Approved Changes:
Add new certificate programs developed from existing associate and baccalaureate programs

2. Current Program:
AS, Computer Aided Drafting and Design (CADD)
General
Graphic Design

Approved Change:
Title Change

Program as Changed:
AS, Computer Aided Drafting and Design Engineering Technology
General

North Central Missouri College

1. Current Program:
AAS, Nursing (1 + 1 Program) (Site 0310)

Approved Change:
Add one-year certificate (C1) in Practical Nursing at Site 0310

Program as Changed:
AAS, Nursing (1 + 1 Program) (Site 0310)
C1, Practical Nursing (Site 0310)

State Fair Community College

1. Current Program:
AAS, Business Management
Management
Marketing and Retail

Approved Changes:
Add option in Office Management

Program as Changed:
AAS, Business Management
Management
Marketing and Retail
Office Management

2. Current Program:
AAS, Secretarial Science
Office Administration
Medical Office Assisting

Approved Changes:
Delete option in Office Administration

Program as Changed:
AAS, Secretarial Science
Medical Office Assisting

University of Missouri – Rolla

1. Current Graduate Programs and Courses in the Following Areas:
School of Management and Information Systems
Psychology Department

Approved Change:
Add graduate certificate (GRCT) in Psychology of Leadership

Program as Changed:
GRCT, Psychology of Leadership

2. Current Program:
BS, Computer Engineering

Approved Changes:
Add the following six options: Computational Intelligence, Computers and Architecture, Embedded Computer Systems, Integrated Circuits and Logic

Design, Networking and Software Engineering, and Security and Reliability.

Program as Changed:

BS, Computer Engineering
Computational Intelligence
Computers and Architecture
Embedded Computer Systems
Integrated Circuits and Logic Design
Networking and Software Engineering
Security and Reliability

University of Missouri – St. Louis

1. Current Program:
BGS, General Studies

Approved Changes:

Change title from General Studies to Interdisciplinary Studies
Change nomenclature from Bachelor of General Studies (BGS) to
Bachelor of Interdisciplinary Studies (BIS)
Change CIP from 24.0102 to 30.9999

Program as Changed:

BIS, Interdisciplinary Studies (CIP 30.9999)

V. Received and Reviewed Changes in Programs (Independent Colleges and Universities)

Southeast Missouri Hospital College of Nursing and Health Sciences

1. Current Program:
C2, Radiologic Technology

Approved Change:

Delete program

Program as Changed:

C2, Radiologic Technology (Deleted)

2. Current Program:
ADN, Nursing (completion)

Approved Changes:

Change nomenclature from ADN to AAS

Change parenthetical comment from (Completion) to (Basic and Completion)

Program as Changed:

AAS, Nursing (Basic and Completion)

VI. Program Changes Requested and Not Approved

No actions of this type have been taken since the last board meeting.

VII. Programs Withdrawn

Three Rivers Community College

AAS, Nursing (LPN/RN Bridge) Off-Site at Cape Girardeau

VIII. New Programs Approved

Central Missouri State University

MA, Environmental Studies

Linn State Technical College

AAS, Powersports Technology

Missouri State University

MS, Early Childhood and Family Development

Missouri State University – West Plains

AAS, Fire Science Technology

Northwest Missouri State University

BS, English (Comprehensive Major)

Southeast Missouri State University

C2, Teaching Assistant/Substitute Teacher (Elementary and Special Education)

- For delivery on the main campus, Perryville County Higher Education Center, Perryville; Sikeston Area Higher Education Center, Sikeston; Crisp Bootheel Education Center, Malden; and Kennett Area Higher Education Center, Kennett.
- Southeast Missouri State University will accept up to 40 hours in transfer credit of the required 60 credit hours for this certificate.

C2, Teaching Assistant/Substitute Teacher (Middle and Secondary Education)

- For delivery on the main campus, Perryville County Higher Education Center, Perryville; Sikeston Area Higher Education Center, Sikeston;

Crisp Bootheel Education Center, Malden; and Kennett Area Higher Education Center, Kennett.

- Southeast Missouri State University will accept up to 40 hours in transfer credit of the required 60 credit hours for this certificate.

IX. New Programs Received and Reviewed (Independent Colleges and Universities)

Columbia College

AS, Nursing (Off-Site at Lake of the Ozarks (0198))

AGENDA ITEM SUMMARY

AGENDA ITEM

Proprietary School Certification Actions and Reviews
Coordinating Board for Higher Education
February 9, 2006

DESCRIPTION

All program actions that have occurred since the December 8, 2005 Coordinating Board meeting are reported in this information item. In addition, the report includes information concerning anticipated actions on applications to establish new postsecondary education institutions and exemptions from the department's certification requirements.

STATUTORY REFERENCE

Sections 173.600 through 173.618, RSMo, Regulation of Proprietary Schools

RECOMMENDED ACTION

Assigned to Consent Calendar

ATTACHMENT

Proprietary School Certification Program Actions and Reviews

Coordinating Board for Higher Education

Proprietary School Certification Program Actions and Reviews

Certificates of Approval Issued (Authorization for Instructional Delivery)

Elements of Wellness School of Massage
St. Louis, Missouri

The stated objective of this for-profit school is providing “students excellent, comprehensive preparation for a career in massage therapy.” The school offers two nondegree massage therapy programs in both a day and evening format. Because massage therapy is a regulated profession, program and instructor qualifications must meet standards established by the Missouri Board for Therapeutic Massage. This school is not accredited.

Certificates of Approval Issued (Authorization Only to Recruit Students in Missouri)

None

Applications Pending Approval (Authorization for Instructional Delivery)

Central Missouri Dental Assisting
Warrensburg, Missouri

This proposal is to establish a for-profit school offering one nondegree program in dental assisting. The 10 week, 80 contact hour program is offered through a weekend format with the entire program taught in a dental office environment. It is designed to “equip each student with the basic skills necessary to enter the dental assisting workplace and begin to gather experience.” This school is not accredited.

Applications Pending Approval (Authorization Only to Recruit Students)

None

Exemptions Granted

Ozark Bible Institute and College
Neosho, Missouri

This not-for-profit institution, affiliated with the Assemblies of God, was originally exempted from the certification program requirements in January of 1986. Based on the results of a routine review of the status of this institution, it was determined the exemption required updating based on changes in the exemption categories enacted in 1991. This school offers nondegree and bachelor-level programs. Although approved for veteran's benefits, this school is not accredited. Exemption was granted as "a not for profit school owned, controlled and operated by a bona fide religious or denominational organization which offers no programs or degrees and grants no degrees or certificates other than those specifically designated as theological, bible, divinity or other religious designation."

Victory Trade School
Springfield, Missouri

This not-for-profit institution, a subsidiary of the Springfield Victory Mission, "provides opportunities for men to learn in a Christian environment, to gain skills necessary to make a living in the foodservice industry, and life skills to enter society as productive citizens." No tuition is charged of students meeting the admission criteria as all instructional costs are covered through donations. Exemption was granted as "a not for profit school owned, controlled and operated by a bona fide eleemosynary organization which provides instruction with no financial charge to its students and at which no part of the instructional cost is defrayed by or through programs of governmental student financial aid, including grants and loans, provided directly to or for individual students." This school is not accredited.

AGENDA ITEM SUMMARY

AGENDA ITEM

Distribution of MDHE Improving Teacher Quality Grant Program Awards
Coordinating Board for Higher Education
February 9, 2006

DESCRIPTION

Missouri's economic future and the quality of life for its citizens are inherently linked to a strong PreK-20 partnership that results in increased preparation for all postsecondary options and successful participation in college. Each year, the Missouri Department of Higher Education (MDHE) administers a federally-funded competitive grants program that promotes collaboratively-designed professional development projects for K-12 teachers and administrators. The intent of this board item is to provide a summary of the program, its objectives, and the awards granted for Cycle-4 of the program.

Background

- Eisenhower Professional Development Program supported professional development in math and science
- No Child Left Behind (NCLB) redesigned Eisenhower into the Improving Teacher Quality Grant (ITQG) program
- Federal guidelines require funded grant projects to include:
 - Division of higher education that prepares teachers
 - Higher education department, school, or college of arts and sciences
 - High-need K-12 school district as defined by data on poverty and teacher quality

MDHE Competitive Grants Program

In July 2005, the US Department of Education (USDE) authorized \$49,752,566 in NCLB Title II Part A funds for Missouri distributed as follows:

- \$48,458,033 allotted to the Department of Elementary and Secondary Education (DESE)
- \$1,294,533 allotted to the MDHE
 - \$1,231,376 supports grants; remainder used for administration.

Missouri Program Objectives

- Improve student achievement in core subject areas
- Impact the preparation of pre-service teachers
- Increase teachers' knowledge and understanding of key concepts
- Improve teachers' practices in inquiry-based instruction
- Enhance teachers' use of assessment data to monitor the effectiveness of instruction

Coordinating Board for Higher Education
February 9, 2006

ITQG Cycle-4

The MDHE received twelve professional development project proposals for Cycle-4 of the ITQG program. Three independent institutions, seven public four-year institutions, and one public two-year institution submitted proposals for consideration. Projects applied for more than \$4.3 million in grant funds, including seven multi-year requests. A panel of math and science professionals from K-12 and higher education institutions reviewed the proposals and submitted funding recommendations to the MDHE. In addition to the new Cycle-4 projects considered for funding, projects from four public four-year institutions that received multi-year awards in Cycle-3 are under consideration for renewal.

MDHE staff is currently in negotiations with Cycle-3 and Cycle-4 project directors. New awards and renewals will be announced in February 2006.

External Evaluation

The external evaluation team, led by Dr. Sandra Abell of the Southwestern Bell Science Education Center at the University of Missouri – Columbia, submitted the final evaluation report for Cycle-2 and presented an oral report of the team’s findings. The team found that Cycle-2 projects are:

- Developing true partnerships between higher education and high needs school districts;
- Helping teachers develop deep content knowledge;
- Allowing teachers time to talk about implementation and assessment issues;
- Facilitating the development of learning communities; and
- Implementing recommendations from previous internal and external evaluations.

The final report and the executive summary are available on the evaluation team website (http://www.pdeval.missouri.edu/results_2.html).

USDE Monitoring Visit

In October 2005, the USDE conducted an on-site review of Missouri’s administration of the ITQG program. The monitoring team stated that Missouri “has a comprehensive Call for Proposals and...has partnered with an outside evaluation team to work with grantees to incorporate meaningful assessments into the programs.” The MDHE received a commendation for its work on administering the grant competition.

Conclusions

The MDHE continues to foster strong partnerships between Missouri colleges and universities and K-12 schools. These partnerships assist and encourage improvement in the quality and effectiveness of K-12 education. External evaluation plays a significant role in the ITQG program and should, over time, yield useful information on gains in student performance and best teaching practices.

STATUTORY REFERENCE

Section 173.050(2), RSMo, Statutory requirements regarding the CBHE's authority to receive
expend federal funds for educational programs

Public Law 107-110, Title II of the Elementary and Secondary Education Act: The No Child
Left Behind Act of 2001

RECOMMENDED ACTION

Assigned to Consent Calendar

ATTACHMENT(S)

None

AGENDA ITEM SUMMARY

AGENDA ITEM

MDHE Administrative Services Update
Coordinating Board for Higher Education
February 9, 2006

DESCRIPTION

This item is to provide information on services provided and information monitored by the Administrative staff at MDHE.

Background

Administration has been involved in many projects to improve service and performance and reduce agency costs. Since FY 2002, accomplishments for improving performance and service and reducing agency costs include:

- developed a new file system
- developed a system to archive old files
- established tracking spreadsheets for federal programs and salary and benefits by program
- set up federal grant tracking within SAM II Financial
- moved to an automatic numbering system in SAM II Financial and developed a comprehensive listing of all documents
- developed Minority Business Enterprise/Women Business Enterprise (MBE/WBE) quarterly procedures to track participation rates and report results annually
- developed a department application to aid in gathering demographic information for use in the Affirmative Action Plan
- developed a comprehensive new employee orientation schedule and related check off sheets
- began tracking all training within SAM II HR
- report compliance with the Management Training Rule
- established timelines for accurate and efficient SAM II HR entries
- developed an Internal Control Plan
- developed procedure manuals for Human Resources, Accounting and Office Support
- revised the DHE Personnel Policy Manual and established a committee to conduct quarterly revisions to the policy manual as needed
- hold annual training for new employees on Sexual Harassment and Cultural Sensitivity
- implemented an Office Safety Committee that developed an Emergency Reference Guide, holds various drills, and offers safety training courses to interested staff throughout the year

Coordinating Board for Higher Education
February 9, 2006

OFFICE SAFETY:

The Office Safety Committee began work in FY 2005. The purpose of the committee is to establish safety procedures/guidelines, develop useful tools for MDHE staff to reference in case of an emergency, and organize training to educate staff on personal safety and workplace safety. Please refer to Attachment A for first year accomplishments.

MAILROOM:

There are many services performed in MDHE's mailroom. In addition to mailing and copying services, the staff person in the mailroom maintains all postage equipment, serves as the fixed asset manager, maintains the department's vehicles, is the agency's Safety Coordinator and represents the agency on three statewide committees.

Over the past few years, MDHE began tracking the number of units mailed in addition to the costs associated with postage and express delivery. Please refer to Attachment B for this information.

RECEPTIONIST:

The receptionist position is very valuable for the MDHE. This position can be considered the voice for the agency in addition to providing support to Administrative Wage Garnishment, Human Resource Specialist, Accounting, and others as needed. The receptionist coordinates and tracks vehicle usage, equipment usage, meeting rooms, supply levels in addition to creating several spreadsheets in Excel and Access for auditing purposes.

The primary duty of this position is answering the switchboard with four incoming lines and greeting MDHE customers. Refer to Attachment C for information on the number of phone calls received for the first six months of FY 2006.

HUMAN RESOURCES:

This position is responsible for the majority of Human Resource activities in addition to serving on MDHE's Personnel Policy Committee, representing the agency on the State Training Advisory Council, and tracking information on the training tracking system and applicant tracking system.

This position was instrumental in developing a MDHE application that is required for all applicants, effective July 1, 2005. Since the inception of requiring an application, the agency has been able to maintain demographic and other reportable information on applicant pools.

ACCOUNTING:

This position is responsible for numerous accounting functions that include auditing, monthly reconciliations, federal grant tracking, fixed assets, procurements, in addition to accounts payables and accounts receivables. This position also represents the agency on two statewide committees, the purchasing committee and the telecommunication committee.

In the first half of FY 2006, this position processed 952 documents transferring, receiving and paying over \$181 million in operating expenditures and over \$19 million in grants and scholarship payments. Please refer to Attachment D for information on receipts and expenditures processed monthly for the first half of FY 2006.

RECOMMENDED ACTION

This is a discussion item only.

ATTACHMENTS

Attachment A: Office Safety

Attachment B: Mailroom

Attachment C: Receptionist

Attachment D: Accounting

**Safety Committee
Summary of Activities**

The organization of the Safety Committee took place during FY 2005 with the first meeting on February 25, 2005.

The Safety Committee consists of a primary and two alternate contacts from each group within MDHE creating a cross-departmental committee.

Activities in the past 12 months include:

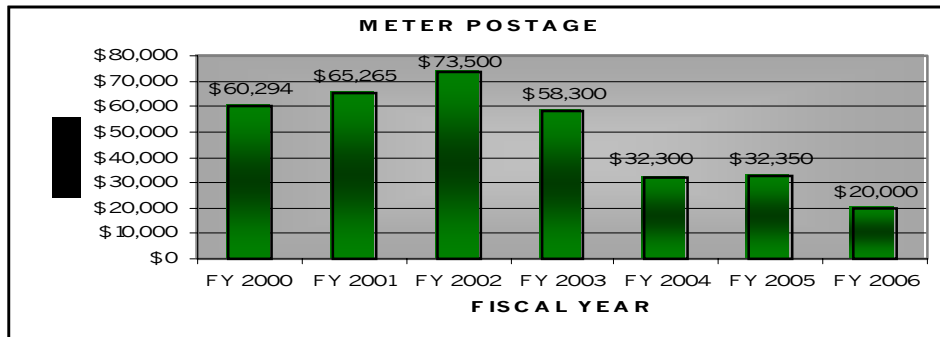
- established an emergency contact list
- developed and implemented escape routes
- designed, developed and distributed the DHE Emergency Reference Guide for all DHE staff
- purchased weather radio for receptionist and established calling procedures in case of an emergency
- participated in the Statewide Drill and performed other drills for staff
- provided in-house training that included Fire Safety, Individual Preparedness in the Workplace, Workplace Safety, and CPR and First Aid
- purchased First Aid Kits to place in each break room

The committee will be developing timelines to update the plan, revising emergency contact lists, establish a safety training orientation for new employees, and establish an on-going Safety Training Program.

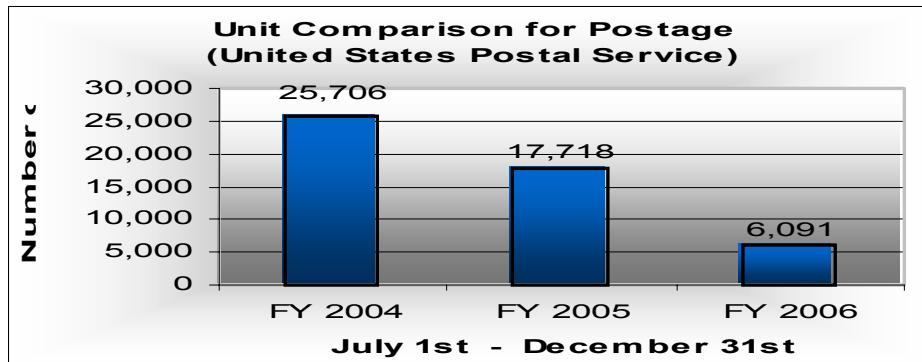
**Mailroom
Postage and Express Shipping Information**

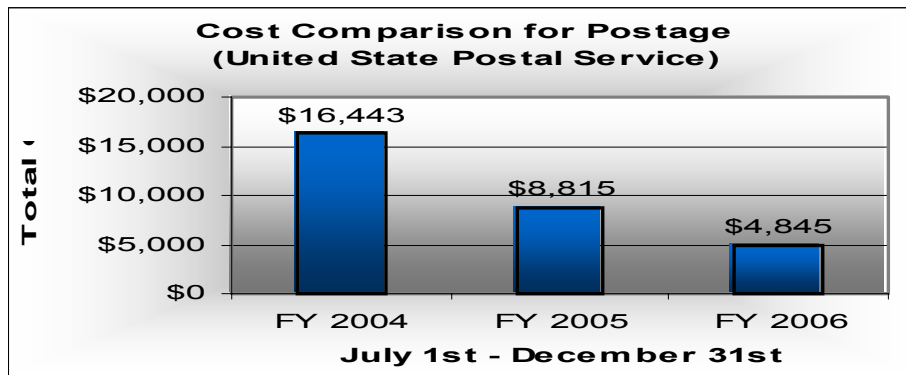
Over the past few years, MDHE staff began tracking certain performance indicators to assist in making changes to reduce agency costs. Two of the items tracked include agency postage and express delivery costs. Postage costs are costs paid to the United State Postal Service; express delivery costs are paid to companies such as Federal Express and United Parcel Service.

Each year the agency estimates postage costs for the year and puts it in a paid account titled metered mail. Even with rising postage costs, the agency has reduced the amount paid for metered mail by over 73% since FY 2002. The amount of postage purchased in FY 2002 totaled \$73,500, compared to paid postage in FY 2006 of \$20,000.

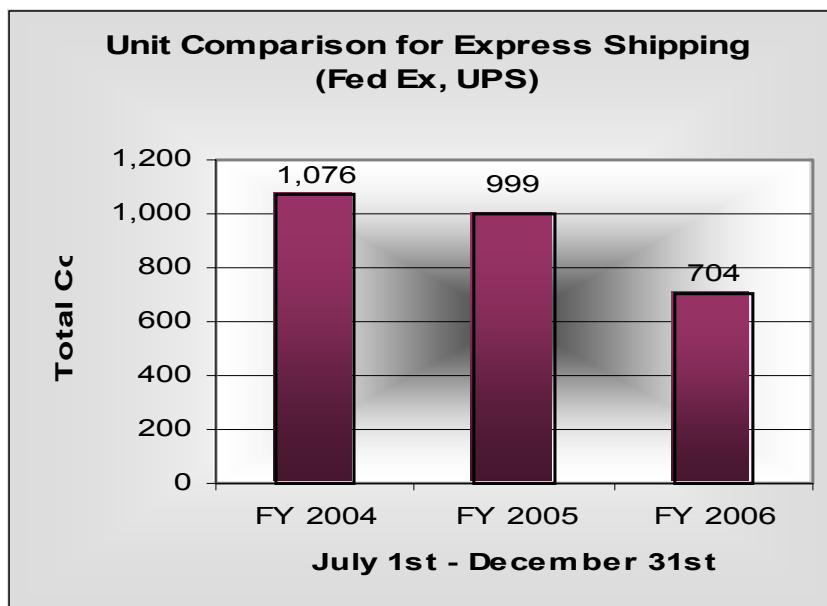


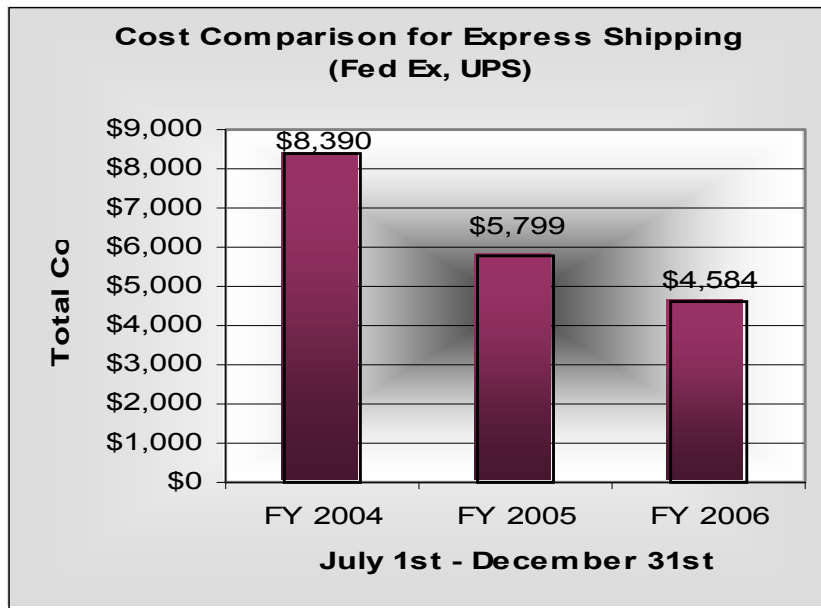
For comparison purposes, the graphs below contain information from the first six months of fiscal years 2004, 2005, and 2006. The agency has realized a 70% reduction in postage costs and a 76% reduction in the units mailed through the United States Postal Service.





The agency has also realized savings with express delivery costs. The reduction in express delivery costs is 45% and the reduction in the number of units shipped is 35%.





There are several reasons why the agency has experienced this tremendous reduction in both postage and express delivery costs. Some reasons are:

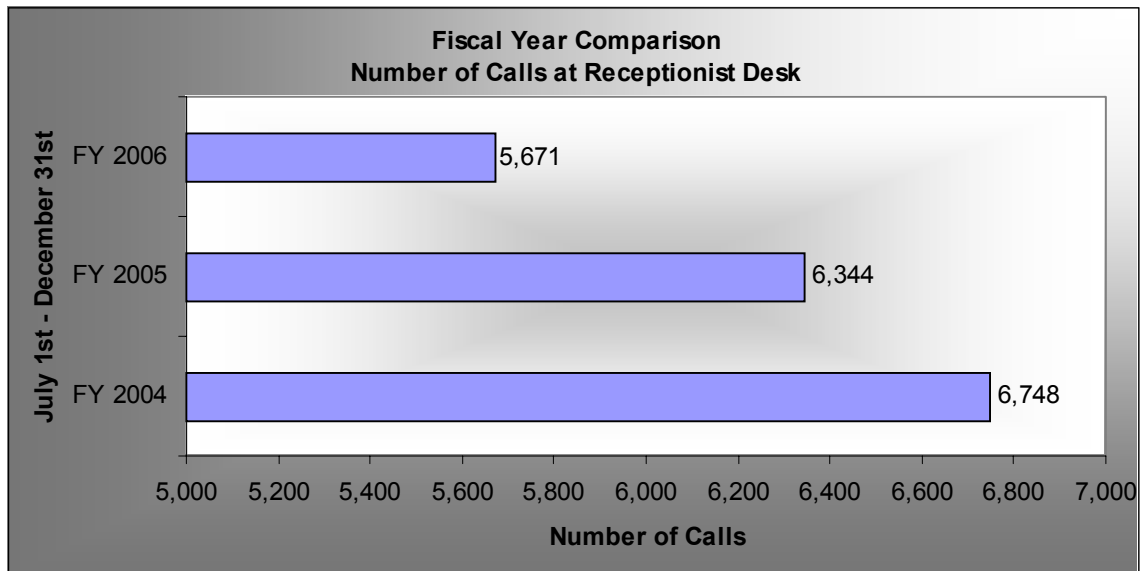
- number of publications going on-line
- consolidated mailings
- purchase of a SmartMailer to correct address information to reduce return mail

Receptionist Phone Call Information

The number of phone calls received have decreased by 16% when comparing the first six months of FY 2004 to the same time period in FY 2006.

During the first six months of FY 2004, the average number of phone calls received on a daily basis was 54, for the same time period for FY 2006 the average number of phone calls received has dropped to 45. This is calculated by taking (total number of phone calls received/6 months)/21 (average) working days in one month, i.e. $(6,748/6 \text{ months})/21 \text{ working days} = 53.55 \text{ calls}$.

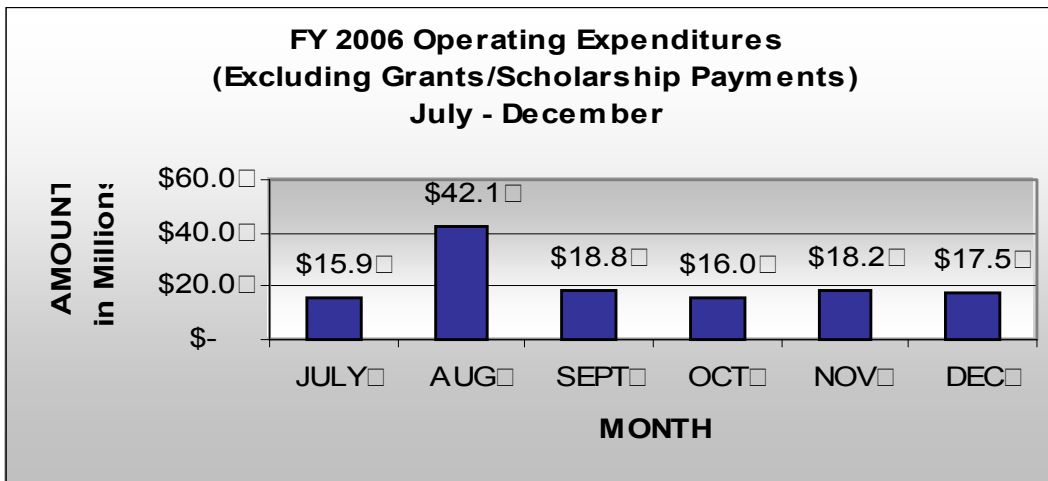
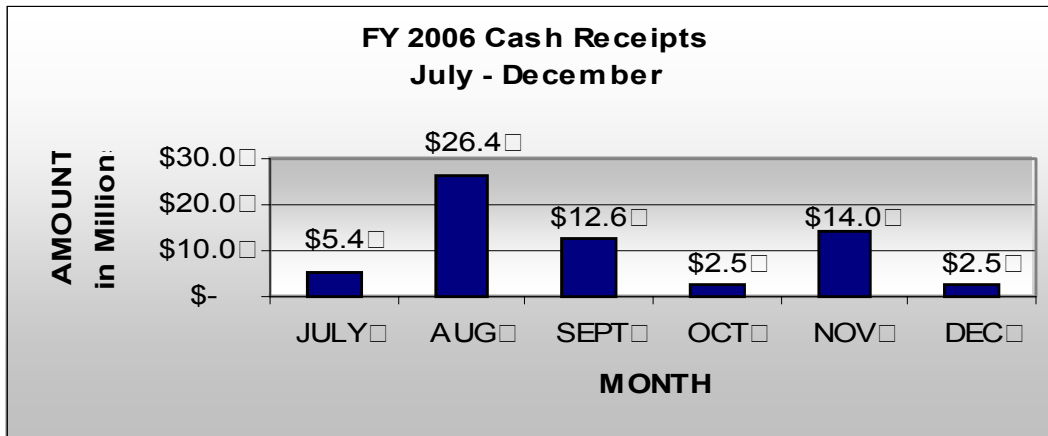
The graph below provides information on the total number of calls received during the first six months of fiscal years 2004, 2005, and 2006.



Accounting Receipt and Expenditure Information

There are a number of transactions that are processed in Accounting on a daily basis. Changes have been made over the past several years when processing payments. This has resulted in employee expense accounts processed quicker, knowing where the agency stands in terms of finances, and a better accounting system of transactions processed.

The graph below depicts the dollar amount of cash receipts and expenditures by month for the first six months of FY 2006.



AGENDA ITEM SUMMARY

AGENDA ITEM

Committee on Transfer and Articulation Update
Coordinating Board for Higher Education
February 9, 2006

DESCRIPTION

The CBHE's standing advisory committee, the Committee on Transfer and Articulation (COTA), works within the board's statutory authority to "establish guidelines and to promote and facilitate the transfer of students between institutions of higher education within the state" (Section 173.005.2(7), RSMo). The intent of this agenda item is to provide the board with an update of COTA activities.

Background

COTA held two meetings since the December 2005 board report. The following summary highlights COTA's progress on several statewide initiatives.

Review of CBHE Recommended High School Core Curriculum

The CBHE charged COTA to review the recommended high school core curriculum in recognition of new graduation requirements established by the State Board of Education for implementation in 2010. The following items were identified as germane to COTA's review:

- Varying entrance guidelines by sector and admissions category
- Course requirements, especially for electives
- Entrance competencies / placement standards
- Weighting of core curriculum in admissions process
- Relationship of core curriculum to student retention and performance

A subcommittee comprised of COTA members as well as chief academic officers and admissions staff with broad representation across sectors and admissions categories is being formed.

Course Applicability System / ConnectEDU

Representatives of Academy One, licensed vendors of the Course Applicability System, as well as representatives of ConnectEDU, participated in a conference call with COTA. Both vendors offer, or will soon introduce, web-based tools that will allow students and institutional staff to:

- request degree audits and test credit transfer scenarios against other participating institutions
- search for equivalent courses
- manage, monitor, and update equivalencies online
- project information on degree requirements and transfer / articulation across state lines and into high schools

Coordinating Board for Higher Education
February 9, 2006

Additional information is being sought concerning maintenance obligations, costs, and the role of competencies in defining course equivalencies within the systems. COTA will pursue further contacts with both companies.

Transfer of Proprietary School Credit

COTA discussed the strengths and weaknesses of regional and national accreditation, as well as articulation agreements, as strategies for ensuring the transfer of credit from proprietary institutions to other colleges and universities. COTA reaffirmed its encouragement to proprietary institutions to seek regional accreditation, including opportunities provided by the Higher Learning Commission's Academic Quality Improvement Program (AQIP), which emphasizes quality processes. Brian Stewart, president of Bryan College in Springfield, and several COTA members agreed that development of individual articulation agreements between a proprietary and/or a public institution would serve as a proof of concept and incentive for other institutions. As a result, Bryan College intends to actively seek articulation agreements with Missouri State University.

Transfer Friendly Initiative

The initiative was clarified as an opportunity to provide institutions with a tool kit to engage in self-evaluation and to promote good transfer practices. A report card on transfer practices is under consideration. A final report from the subcommittee, along with recommendations concerning a transfer-friendly initiative, will be shared with COTA at its April 2006 meeting.

Dual Credit

In response to an inquiry from an interested community college, COTA discussed the potential of providing courses to at-risk high school students as part of a dual credit program. There was full agreement that although including developmental courses might reach a broader pool of high school students, this type of program would be outside the parameters of dual credit policy as currently conceived in Missouri. COTA has advised the institution to pursue other avenues to design programs during the high school day for at-risk students.

COTA also clarified that freshmen and sophomores given access to dual credit courses are expected to have demonstrated their ability to score at the 90th percentile or higher on the ACT or SAT test. In response to a question about whether subscale scores were permissible, COTA reaffirmed that the standard is an ACT or SAT composite score, not subscale scores.

STATUTORY REFERENCE

Section 173.020(3) and 173.005.2(6), RSMo, Responsibilities of the Coordinating Board

RECOMMENDED ACTION

This is a discussion item only.

ATTACHMENT

List of Current COTA Members

**CBHE Committee on Transfer and Articulation
January 23, 2006**

Dr. Evelyn Jorgenson, President (Chair)

Moberly Area Community College

Dr. Don Doucette, Vice Chancellor

Metropolitan Community College

Dr. Marsha Drennon, President

State Fair Community College

Ms. Karen Finken Keller, Director

ITT Technical Institute

Dr. R. Alton Lacey, President

Missouri Baptist University

Dr. Stephen Lehmkuhle, Senior Vice President for Academic Affairs

University of Missouri System

Dr. Julio Leon, President

Missouri Southern State University

Dr. James Scanlon, President

Missouri Western State University

Dr. Gregory Fitch, Commissioner (ex-officio voting member)

Missouri Department of Higher Education

Support Staff

Dr. Robert Stein, Associate Commissioner

Missouri Department of Higher Education

Mr. Jeremy Kintzel, Program Specialist

Missouri Department of Higher Education

Ms. Laura Vedenhaupt, Research Associate

Missouri Department of Higher Education

Alternates

Public 4-year: Kandis Smith, Jeanie Crain

Public 2-year: John Cosgrove

Independent: Arlen Dykstra

Coordinating Board for Higher Education

February 9, 2006

AGENDA ITEM SUMMARY

AGENDA ITEM

Math/Science Summit
Coordinating Board for Higher Education
February 9, 2006

DESCRIPTION

Across the nation, states have placed a priority on the academic preparation of their citizens in mathematics, engineering, technology, and science (METS) fields in order to ensure a competitive workforce with the skills necessary to operate in a global economy. The intent of this agenda item is to provide the board with an update on Missouri's recent work surrounding METS.

Background

Missouri professional educators have periodically held conferences and formed alliances to ensure more coordination between educators and researchers working in METS disciplines. In addition, several statewide reports, including the following, have emphasized more collaboration between the state's business and education leaders in forging systemic reform in Missouri's pre-kindergarten, elementary/secondary, and higher education classrooms. The reports place an emphasis on enhancing PK-20 educator preparation and performance, improving PK-20 student learning, especially in METS fields, and strengthening Missouri's METS workforce.

- MERIC Report: *Gateway Skills 2005: Mathematics & Science Intensive Occupations* (May 2005)
- Battelle Report: *St. Louis Plant and Life Science Strategy Update and Action Plan* (January 2005)
- MTEC Report: *Missouri State of the Workforce Report* (March 2004)
- *Commission on the Future of Higher Education Report* (December 2003)
- *Missouri-Business Education Roundtable Report* (July 2003)
- Battelle Report: *Life Sciences and Missouri's Economic Future: An Opportunity to Build One Missouri* (May 2002)
- *Achievement Gap Elimination: Report of the Missouri K-16 Task Force* (March 2002)
- Battelle Report: *Plant and Life Sciences Strategies for St. Louis: Technology Gateway for the 21st Century* (September 2000)
- *Mathematics in Missouri: Report of the Missouri K-16 Coalition* (December 1999)

Despite positive changes in educational settings and several ongoing activities involving business education partnerships, Missouri's approach to improving the METS infrastructure is perceived to be too sporadic. Missouri lacks effective statewide coordination, is in need of integrated comprehensive data systems to inform better public policy, must target METS disciplines in new statewide initiatives, and must ensure sustainable reform.

Coordinating Board for Higher Education
February 9, 2006

Representatives from elementary and secondary education, higher education, economic development, and business and industry formed a working group that has been meeting under the leadership of the governor's office. The working group is exploring ways to enhance METS education and more fully engage business and industry in strengthening Missouri's METS workforce and eventually Missouri's economy. The group adopted the following mission statement as a driver for its work:

Develop dynamic partnerships (among business and communities) that work to make Missouri a leader in producing a diverse and high quality 21st Century Workforce known for its excellence in METS.

In the short term, the working group is designing a Math/Science Summit that is tentatively scheduled for April 2006 to spotlight METS-related education and development. Committee members are working in subgroups to design a draft action plan that will include strategies associated with (1) public awareness, (2) a quality teaching workforce, (3) an education system responsive to employers, (4) an expanded pool of prepared PK-20 students, who have enthusiasm for METS fields, and (5) improvement in the performance of PK-20 students.

In addition, a data sourcebook is being developed to serve as a foundation for continued statewide discussion.

Conclusion

An acknowledgement of the need for urgency without denial or blame for educational reform surrounding METS disciplines is an important development in coordinating efforts across Missouri's education and business sectors. Leadership from Governor Matt Blunt's office has provided visibility and a clear priority for renewed interest in forging a new METS initiative that is grounded within a PK-20 framework and that will have both short- and long-term effects at strengthening Missouri's workforce and improving the state's economy. Using agreed-upon goals to identify meaningful strategies, realistic timelines, and measurable indicators of success will increase the likelihood of systemic and sustainable change that can be tracked regularly.

STATUTORY REFERENCE

Sections 173.005.2(1), 173.005.2(2), 173.005.2(8), 173.020, and 173.030, RSMo, Statutory requirements regarding CBHE responsibility to collect the necessary information and to develop comparable data to make pertinent recommendations about academic programs and related issues that are in the best interest of the state.

RECOMMENDED ACTION

This is a discussion item only.

ATTACHMENT

List of Math/Science Working Group Members

Coordinating Board for Higher Education
February 9, 2006

Title	First	Last	Position	Company
Ms.	Cynthia	Brinkley	President	SBC Missouri
Mr.	Scott	Jensen	Representative	Wisconsin General Assembly
Ms.	Debra	Hollingsworth	VP - External Affairs	SBC Missouri
Mr.	Randy	Maier	Manager of Community and Education Relations	Boeing
Mr.	Paul	Scianna	Executive Director	Alliance for Innovation in Manufacturing - K.C.
Ms.	Margo	Quiriconi	Director, Research and Policy-Education	Kauffman Foundation
Ms.	Joy	Torchia		Kauffman Foundation
Ms.	Jewell	Scott	Executive Director	Civic Council of Greater Kansas City
Mr.	Stan	Johnson	Assistant Commissioner for the Division School Improvement	Missouri Department of Elementary and Secondary Education
Ms.	Janna	Gordanier	Project Director	Ozark Rural Systemic Initiative
Dr.	Sandra	Abell	Professor of Science Education	University of Missouri
Ms.	Victoria	May	Science Outreach Director	Washington University
Mr.	Jay	Goff	Dean of Enrollment Management	University of Missouri - Rolla
Dr.	Harvest	Collier	Vice Provost for Undergraduate and Graduate Students	University of Missouri-Rolla
Ms.	Linda	Lacy	Science Consultant	Missouri Department of Elementary and Secondary Education
Mr.	Jason	Hoffman	Business Manager	Hallsville R-IV
Ms.	Ann	McMahon	Project Director	MySci
Ms.	Marcia	Haskin	Executive Director	Missouri Staff Development Council
Mr.	Dave	Lankford	Vice President	Missouri Chamber of Commerce and Industry
Ms.	Melissa	Randol	General Counsel	Missouri School Boards' Association
Dr.	Kent	King	Commissioner	Missouri Department of Elementary and Secondary Education
Dr.	Greg	Fitch	Commissioner	Missouri Department of Higher Education
Dr.	Robert	Stein	Associate Commissioner	Missouri Department of Higher Education
Mr.	Greg	Steinhoff	Director	Missouri Department of Economic Development
Ms.	Nicole	Riegel	Public Affairs and Communications	BayerCrop Science
Ms.	Nancy	Headrick	Assistant Commissioner for the Division of Career Education	Missouri Department of Elementary and Secondary Education
Ms.	Rose Marie	Hopkins	MTEC Executive Director	Missouri Department of Economic Development
Dr.	Keith	Gary	Director of Proqram Development	Kansas City Area Life Sciences Institute
Representative	Gayle	Kingery	Chairman of Higher Education Committee	Missouri House of Representatives
Dr.	Cleo	Samudzi	Dean of the Missouri Academy	Northwest Missouri State University
Ms.	Susan	Wally	Executive Director	Partnership for Regional Educational Preparation – Kansas City (PREP-KC)
Mr.	Ashok	Agrawl	Chairman of the Engineering and Technology Department	St. Louis Community College at Flo Valley
Dr.	Monica	Beglau	Executive Director	eMINTS National Center
Dr.	Barbara	Reys	Mathematics Education Director	Center for the Study of Mathematics Curriculum at the University of Missouri-Columbia
Dr.	James	Puckett	Director of Missouri Virtual School	Center for Scientific Research and Education Missouri State University

AGENDA ITEM SUMMARY

AGENDA ITEM

Update on Structure for Annual Reports on Higher Education Centers Operated by Southeast Missouri State University and Three Rivers Community College
Coordinating Board for Higher Education
February 9, 2006

DESCRIPTION

The Coordinating Board for Higher Education (CBHE) works directly with public colleges and universities to increase collaboration, to ensure the efficient use of state resources, and to avoid unnecessary duplication of effort in the delivery of academic programs. The intent of this agenda item is to provide the board with an update on the development of a standard annual report for all higher education centers operated by Three Rivers Community College (TRCC) and Southeast Missouri State University (SEMO).

Background

At its December 8, 2005 meeting, the CBHE reinforced its belief that the Missouri Department of Higher Education (MDHE) should ensure that institutions pursue collaborative opportunities and operate facilities at off-campus and out-of-district locations within the parameters of state statutes. Several conditions were identified to trigger more assertive actions by the MDHE including:

- Requests from institutions
- Tensions creating adverse effects on student services
- Excessive duplication of services
- Excessive competition resulting in inefficient use of state funds

The CBHE also directed the Commissioner to collect data annually about all off-campus/out-of-district higher education centers operated by TRCC and SEMO using a standard report format to aid in decision-making and further board action.

An Excel workbook survey was designed by MDHE staff to include the data elements identified by the board and related elements associated with the support and operation of these centers. The survey requests data for FY 2005 for the following categories:

- General site information, including location, faculty and staff, needs assessment, site admissions requirements, enrollment, and services
- Programs offered, including degrees or certificates that may be completed at the site
- Courses offered, including credit / non-credit status, mode of delivery, and any degree or program requirements satisfied
- Retention

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February 9, 2006

- Financial revenues and expenditures
- Financial aid awarded to students

The complete data request packet was sent to SEMO and TRCC on January 19, 2006. In addition to the Excel workbook, a glossary of relevant terms and a comprehensive set of instructions were also included. TRCC and SEMO will also complete a second survey for FY 2006 providing only new data for each center, e.g., enrollment, retention, completion and financial data. The FY 2005 and FY 2006 data will be analyzed and reported to the board after July 1, 2006. This standard report will be applied to other institutions with territorial conflicts when the need arises.

Conclusion

Periodically, institutional disagreements result in the necessity for the CBHE and MDHE to work with institutions to reduce tensions, resolve conflicts, and avoid unnecessary duplication of effort. Ultimately, the needs of a region and those of currently enrolled and prospective students should be of primary concern to all parties. Systematic collection of data about higher education centers in regions experiencing institutional disputes will serve to inform future decision making concerning the status of those centers within the parameters of state law and public policy.

STATUTORY REFERENCE

Section 173.005.2(4), RSMo, Establishment of state-supported senior colleges or residence centers
Section 173.005.2(5), RSMo, Coordinating Board for Higher Education shall establish admission guidelines consistent with institutional missions
Section 173.005.2(9), RSMo, Compliance with requests from the Coordinating Board for Higher Education

RECOMMENDED ACTION

This is a discussion item only.

ATTACHMENT

SEMO/TRCC Data Request Packet



3515 Amazonas Drive
Jefferson City, Missouri 65109
573-751-2361
573-751-6635 Fax
www.dhe.mo.gov

January 18, 2006

Dr. Kenneth Dobbins, President
Southeast Missouri State University
One University Plaza
Cape Girardeau, MO 63701

Dear Dr. Dobbins:

At the December 8, 2005, meeting of the Coordinating Board for Higher Education, the board directed the Commissioner and MDHE staff to collect information related to “the operation and support of all higher education centers operated by Three Rivers Community College and Southeast Missouri State University.” The attached Excel workbook has been developed by the Department of Higher Education to meet that requirement and was based on the minimum data elements recommended in Tab D of the December 2005 board book. Collection of these data is provided for in Section 173.005(9) RSMo.

The attachment contains the survey itself, a glossary of terms related to the survey, and instructions for completion. Please take note of the following:

- Please read all instructions prior to filling out the survey.
- The attached survey is for FY 2005 only. It should be completed and returned via e-mail no later than March 18, 2006, to Ms. Teala Sipes at Teala.Sipes@dhe.mo.gov.
- A request for the FY 2006 update will be sent in the beginning of April.
- As approved by the board, surveys are to be submitted to the department by July 1 of each year until that requirement is deemed no longer necessary by the board. During this first year, there will be two requests -- one for FY 2005 to serve as baseline (and due March 18, 2006) and the other for FY 2006 which will require only updates (and due July 1, 2006).
- A separate sheet is to be completed in full for each unique off-campus site offering coursework and/or programs. This would include any organized site, excluding high school locations that are used only for the delivery of dual credit courses. High school locations that involve more than dual credit delivery should be included.

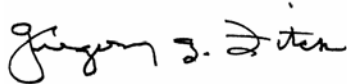
Coordinating Board for Higher Education
February 9, 2006

- Questions related to the completion of the attached survey should be directed to Dr. Robert Stein at (573) 751-1794 or at Robert.Stein@dhe.mo.gov.

This survey is intended to create a better understanding of the educational needs of the southeast portion of Missouri, the responsiveness of local institutions to those needs, the efficiency and effectiveness of current delivery systems in meeting those needs, and the alignment of institutional operations with Missouri statutes and higher education public policy.

Thank you for your attention to this request.

Sincerely,



Gregory G. Fitch
Commissioner of Higher Education

Attachment



3515 Amazonas Drive
Jefferson City, Missouri 65109
573-751-2361
573-751-6635 Fax
www.dhe.mo.gov

January 18, 2006

Dr. John Cooper, President
Three Rivers Community College
2080 Three Rivers Boulevard
Poplar Bluff, MO 63091

Dear Dr. Cooper:

At the December 8, 2005, meeting of the Coordinating Board for Higher Education, the board directed the Commissioner and MDHE staff to collect information related to “the operation and support of all higher education centers operated by Three Rivers Community College and Southeast Missouri State University.” The attached Excel workbook has been developed by the Department of Higher Education to meet that requirement and was based on the minimum data elements recommended in Tab D of the December 2005 board book. Collection of these data is provided for in Section 173.005(9) RSMo.

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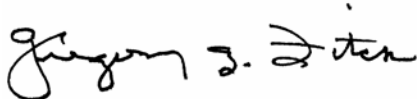
Coordinating Board for Higher Education
February 9, 2006

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This survey is intended to create a better understanding of the educational needs of the southeast portion of Missouri, the responsiveness of local institutions to those needs, the efficiency and effectiveness of current delivery systems in meeting those needs, and the alignment of institutional operations with Missouri statutes and higher education public policy.

Thank you for your attention to this request.

Sincerely,

A handwritten signature in cursive script that reads "Gregory G. Fitch".

Gregory G. Fitch
Commissioner of Higher Education

Attachment

Instructions for Site Survey

General Instructions:

Please answer each question as completely as possible, providing any and all substantiating information you feel might be beneficial.

Report information for the period beginning July 1, 2004 and ending June 30, 2005.

1. List the name of the off-campus or out-of-district site.
2. Provide the name of the building in which your institution has a presence, the street on which the building is located, and the city and zip code for the site. Complete a separate page for each individual site.

Part A – Site Specific Information

Complete questions 1 and 2 as indicated in General Instructions.

3. Indicate the month and year in which courses were first offered at each individual site.
4. Provide the title(s) of the on-site administrator or administrators.
5. Indicate whether or not the on-site administrator(s) is full-or part-time. If there are multiple on-site administrators, indicate the number who full-time and the number who are part-time.
6. Use faculty headcount to indicate the number of full-time and part-time faculty who taught at this site between June 30, 2004 through July 1, 2005. All adjunct faculty should be treated as part-time faculty.
7. As a separate document, provide any evidence of need used in the decision-making process to establish a presence at each site. Attach any and all data and/or information used. If a needs analysis was utilized, please attach the criteria and results obtained.
8. Indicate general admissions requirements that an entering student must satisfy to be given access to courses offered at this site. If exceptions are granted for students not meeting general admissions requirements, include the criteria and standards used to grant those exceptions.
9. Provide the total headcount and full-time equivalent enrollment during the period June 30, 2004 through July 1, 2005. For full-time equivalent enrollment, divide the total undergraduate credit hours generated at the site by 15.
10. Based on the student headcount provided in question 9, provide the number of those students who met requirements for admission to the site. The percentage will automatically calculate.

11. Provide a brief summary of the goals set for the site.
12. List and briefly describe any collaborative activities between your institution and others who support this site.
13. Indicate the placement tests required to be admitted for coursework at the site, the name of the test given, and the cut score for each test.
14. Indicate with an "X" which of the services listed are offered at the site. If there are services offered that are not included in the listing, please check Other and indicate what those services are.

Part B – Program Specific Information

Complete questions 1 and 2 as indicated in General Instructions.

Provide the name of any program that can be completed at the site. Include all degree and certificate programs. For degree programs, provide the degree nomenclature for each program, e.g., associate of arts, associate of science, associate of applied science, bachelor's, etc. For certificate programs, indicate whether it is less than one year (LT1); more than one, but less than two years (LT2); or more than two, but less than four years (LT4).

Indicate any requirements specific only to the program listed. Include the number of hours required to complete each program listed.

Part C – Course Specific Information

Complete questions 1 and 2 as indicated in General Instructions.

3. Provide the name of each course offered at the site. Indicate with an "X" whether the course may or may not be used for degree credit. For each course, indicate the number of sections offered, and the mode of delivery. Please indicate with an "X" if the course satisfies the general education requirements at your institution. Indicate with an "X" if the course fulfills vocational education requirements for a particular program or certification. If the course meets or fulfills any other requirements, please provide an explanation of those requirements. Additional pages may be added as necessary.

Part D – Retention

Complete questions 1 and 2 as indicated in General Instructions.

Identify the fall 2004 cohort as of the census date for each site. Indicate how many of those same students re-enrolled, either full- or part-time, during the spring 2005 semester, how many completed a certificate or degree at the end of the fall term and/or before the start of the spring 2005 semester, how many enrolled for the spring 2005 semester at the main campus of your

institution, and how many dropped or stopped out. Please provide separate totals for all students who met general admissions requirements and those who did not.

Part E – Finance

Complete questions 1 and 2 as indicated in the general instructions.

3. Expenditures

Indicate the amounts budgeted and actually expended for fiscal year 2005 at this site for the following categories:

Staff Salary and Benefits

Provide amounts actually expended for salary and benefits for staff. Staff would include administrators, faculty, support staff, or any staff deemed vital to the ongoing operation of this site that are employees of the institution. Benefits would include retirement plans, social security taxes, medical/dental plans, guaranteed disability income protection plans, tuition plans, housing plans, unemployment compensation plans, group life insurance plans, housing plans, unemployment compensation plans, group life insurance plans, worker's compensation plans, other in-kind benefits with cash options, and all other costs of employee benefits.

Equipment

Allowable expenses include purchases of equipment and furniture and expenses relating to keeping the equipment in such a condition that it may be effectively used for its intended purposes. Equipment includes moveable tangible property such as research equipment, vehicles, office equipment and furniture, etc.

Utilities

Items included is the costs of heating, cooling, lighting power, gas, coal, water, sewage and any other fuels or utilities needed for the operation of the physical plant.

Maintenance and Repair

Maintenance includes the routine day-to-day, periodic or scheduled work necessary to preserve a facility or element in such condition that it may be effectively used for its intended purpose net of the amount charged to auxiliary enterprises, and independent operations.

Expenditures related to major repairs, maintenance, and renovations to prevent deterioration or damage and to sustain existing components or utility systems includes maintenance contracts, contracts for custodial services, paint, electrical, plumbing, carpeting and flooring, repaving parking lots, sidewalks, ADA improvements, elevator maintenance, fire protection and property insurance and similar items.

Rent

Funded expenditures for the rental of buildings and land associated with this site.

Other Operational

The other sources category includes all expenditures of current funds not included in other classifications. Please provide a description of all items included in this category.

Total

This is a formula that will be automatically calculated.

4. Revenues

Tuition and Fees

Include all tuition and fees assessed (net of refunds) for educational purposes. Tuition and fee remissions or exemptions should be included as revenue although there is no intention of collection from the student.

Appropriations – State, Local and Federal

The appropriations category includes all amounts received for current operations including those for technical education, from, or made available to an institution by, legislative acts, and restricted amounts from these sources to the extent expended for current operations.

This category does not include governmental grants and contracts. Amounts paid directly into a state or local retirement system by the appropriating government on behalf of the college or university should be recorded as revenue of the institution. The appropriation category does not include institutional fees and other income reappropriated by the legislature to the institution. In Missouri debt offset appropriations would fall under this category.

Appropriations should be classified to identify the governmental level – federal, state, or local – of the legislative body making the appropriation. For example, if the federal government stipulates a specific use for some funds that merely flow through the state to the institution, the funds should be classified as federal funds.

However, if the federal government distributes funds to the state for unspecified general purposes (for example, general revenue sharing), and the state then appropriates all or a portion of those funds, the funds received by the institution should be classified as state rather than federal funds.

Grants, Contracts, and Gifts – Federal, State and Local

The grants, contracts and gifts category includes all unrestricted amounts received or made available through grants, contracts and cooperative agreements from governmental agencies for current operations and all amounts received or made available through restricted grants, contracts and cooperative agreements to the extent expended for current operations. This category also includes amounts from non-governmental organizations and individuals, including funds resulting from contracting for the furnishing of goods and services of an instructional, research or public service nature. The category includes all unrestricted gifts, grants and bequests as well as all restricted gifts, grants and contracts from non-governmental sources to the extent expended in the current fiscal year for current operations. Gifts, grants and contracts from foreign governments should be treated as private gifts, grants and contracts. Income from funds held in

revocable trusts or distributable at the direction of the trustees of the trusts should be reported here and, if significant, disclosed in the notes to the financial statements.

Other

The other sources category includes all sources of current funds revenue not included in other classifications. Examples are interest income, gains and losses on investment of current funds, miscellaneous rentals and sales, endowments, expired term endowment and terminated annuity or life income agreements, if not material. Please include a brief description of all items listed in this category.

Total

This is a formula that will be automatically calculated.

Part F - Financial Aid

Complete questions 1 and 2 as indicated in the General Instructions.

3. Need-based Financial Aid: Any federal, state, or institutional funds awarded to a student on the basis of the student's demonstrated financial need for the purpose of meeting postsecondary education expenses. For all three categories, loans, grants/scholarships, and college work-study, include the total number of student recipients and the total dollars awarded. In the loan category do not include non-disbursed loan amounts.
4. Non-need based Financial Aid: Any federal, state, or institutional funds awarded to a student not based on the student's demonstrated financial need. For all three categories, loans, grants/scholarships, and college work-study, include the total number of student recipients and the total dollars awarded. In the loan category do not include non-disbursed loan amounts.

NOTE: The shaded areas in the loan and college work-study categories do not require any data to be entered.

GLOSSARY OF TERMS

A + FUNDS: Funds awarded by DESE to an eligible A + student attending a Missouri community college or vocational-technical school.

ACADEMIC PROGRAM: Instructional program of a professional or non-occupationally specific nature leading toward an associate's, bachelor's, master's, doctor's, or first professional degree or resulting in credits that can be applied to one of these degrees.

CAMPUS: An educational facility which has been established for the purpose of offering credit courses leading to one or more degrees. (Noncredit courses may also be offered at the location.) Essential characteristics are: a) a physical plant owned or legally controlled by the institution which provides classroom and office space for students and resident administrative staff, faculty, and support staff and services, and b) course offerings sufficient to enable students to earn degrees through attendance at the location.

CENSUS DATE: The designated day in an academic term, after most drops/adds have been completed, when the institution takes official enrollment counts. The census date is defined as the end of the fourth week of classes in a semester; the end of the third week of classes in a quarter; the end of the second week of classes in an eight-week summer session; or the day on which one-fourth of the class days will have been completed in any other academic period.

COUNSELING SERVICE: Activities designed to assist students in making plans and decisions related to their education, career, or personal development.

COURSE: (Degree Credit) An educational activity for which a student must enroll and pay fees, which if successfully completed, can be applied toward the number of courses required for achieving a degree, diploma certificate, or other formal award at a given institution.

Include in this definition remedial courses even though completion may not be creditable toward a formal award.

(Non-degree Credit) A course or activity having no credit applicable toward a formal award, certificate or degree, except remedial courses.

Courses, seminars, workshops and other educational activities or experiences offered by a higher education institution which may not be applied to meet requirements of the institution's formal degree, diploma, certificate programs.

DEGREE-SEEKING STUDENT: An individual who has been admitted to a general or specific course of study or program at the completion of which a degree/diploma/certificate or other formal award is awarded by the institution.

Students who have not yet declared a major but have taken and/or are presently enrolled in courses and activities that when successfully completed will be applied to a degree/diploma/certificate or other formal award. Students classified as auditing a course would normally be included in this category, although their classification in the non-degree-seeking category might also be appropriate.

Due to varying institutional procedures for enrolling students, it is possible that a student could be admitted to a general or specific course of study or program but, because of his or her objectives, be more appropriately considered a non-degree-seeking student. In such cases the institution should develop its own means for reflecting this situation in its data files.

EXPENDITURE: All amounts of money paid out by a government - net of recovers and other correcting transactions - other than for retirement of debt, investment in securities, extension of loans, and agency transactions.

Amounts for all funds and agencies of a government, including the "general fund," special revenue, special assessment, trust, sinking, and utility funds, and all other funds used to account for payments in the name of the government or any boards, commissions, or other agencies classified as part of the government are included in this category.

Expenditure relates to external payments of the government only. Intragovernmental transfers are used only to provide guidance concerning the allocation of external payments.

FALL TERM: That part of the academic year that begins between late August and November.

FEDERAL FUNDS: Funds awarded to eligible students from any of the Federal Title IV Student Financial Aid Programs.

FULL-TIME STUDENT: A student who is enrolled for a number of credit hours at least equal to 75 times the applicable normal student load with the product rounded to the next larger whole number.

Undergraduate: a student enrolled for either 12 or more semester credits; 12 or more quarter credits; or 24 contact hours per week each term.

Graduate: a student enrolled for either 9 or more semester credits; or 9 or more quarter credits.

GRANT: As related to student financial aid, a sum of money permanently bestowed for a particular purpose and not requiring repayment or service/work. Contrast with loan. Included as special kinds of grants are scholarships and fellowships.

HIGH SCHOOL DIPLOMA OR RECOGNIZED EQUIVALENT: A document certifying the successful completion of a prescribed secondary school program of studies, or the attainment of satisfactory scores on the tests of General Educational Development (GED) or another state specified examination.

HIGH SCHOOL STUDENT: A student who is dually enrolled in high school and college level courses and who has not yet graduated from high school.

INSTITUTIONAL FUNDS: Funds awarded to eligible students from any institutional funded student assistance program.

LOAN: As relates to student financial aid, a sum of money temporarily bestowed and requiring repayment, usually with interest. Contrast with grant. Excluded are short-term loans (those that are to be repaid within a year).

MAIN CAMPUS: Usually the location of the core, primary, or most comprehensive program (in institutions consisting of a main campus and one or more residence centers). Unless the institution-wide or central administrative office for such institutions is reported to be at a different location, the main campus is also the location of the central administrative office.

NEED-BASED FINANCIAL AID: Funds awarded to a student on the basis of his or her demonstrated financial need for the purpose of meeting postsecondary education expenses. Categories of need-based financial aid are :

NEED-BASED GRANT OR SCHOLARSHIP: Aid which has no requirement for repayment or employment.

NEED-BASED EDUCATIONAL LOAN: Aid which requires dollar repayment and/or provides for full or partial loan forgiveness under specific conditions, e.g., for service in a specific career or for medical reasons.

NON-CREDIT COURSE: A course or activity having no credit applicable toward a formal award, certificate or degree, except remedial courses.

Courses, seminars, workshops and other educational activities or experiences offered by a higher education institution which may not be applied to meet requirements of the institution's formal degree, diploma, certificate programs.

NON-DEGREE-SEEKING STUDENT: An individual who has been admitted to a general or specific program, course of study, or activity in the institution at the completion of which a degree/diploma/certificate or other formal award is neither awarded by the institution nor sought by the student.

These students may be enrolled in credit and/or noncredit courses. They should not be confused with students with undeclared majors admitted to degree programs. Students classified as visiting, provisional, special, etc., would normally be included in this category, although their classification in the degree-seeking category might also be appropriate.

Due to varying institutional procedures for enrolling students, it is possible that a student might not be admitted to a general or specific course of study or program, but because of his or her objectives nevertheless before appropriately considered as a degree-seeking student.

In such cases the institution should develop its own means for reflecting this situation in its data files.

NON-NEED-BASED FINANCIAL AID: Funds awarded in recognition of a student's special abilities, talents, interests or participation in certain programs without regard to financial need. However, non-need-based awards, prizes, or other assistance may be used for or applied toward meeting or reducing a student's calculated financial need. Scholarships and fellowships are frequently used terms for non-need-based financial aid.

OFF-CAMPUS COURSES: Refers to courses offered anywhere other than in the facilities or on the grounds of a campus (or residence center) or to students or faculty engaged in such activities. Excluded are those instructional activities which are an integral part of on-campus instructional programs, but take students away from the campus for a special learning experience in student teaching, field work and internship.

OFF-CAMPUS OR OUT-OF-DISTRICT SITES: All locations other than the main campus of a four-year institution and out-of-district for a two-year institution in which the institution has a physical presence and is engaged in the delivery of academic courses and/or programs. Off-Campus or Out-of-district sites include all off-campus center extensions and residence centers.

OFF-CAMPUS CENTER EXTENSION: A site of an educational institution that is outside the physical confines of its parent institution, that is not temporary and offers courses that are part of an organized program at the parent institution. Not the same as a RESIDENCE CENTER

OUT-OF-DISTRICT COURSES: Courses offered by a two-year institution located outside the institution's legal district and approved by CBHE.

PROGRAM: A combination of courses and related activities organized for the attainment of broad education objectives and leading to ANY formal award conferred by the institution as approved by the institution's governing board. This includes single semester certificate programs exempt from CBHE new program approval.

REMEDIAL COURSE: Instructional activities designed for students deficient in the general competencies necessary for a regular postsecondary curriculum and educational setting.

RESIDENCE CENTER: As designated by the Coordinating Board for Higher Education. For reporting purposes, a facility of a postsecondary education institution which is organized on a relatively permanent basis (that is, has a continuing administrative presence, where courses are offered every semester and is located in a community different from that of the main campus of the institution).

REVENUE: All amounts of money received by a government from external sources -- net of refunds and other correcting transactions -- other than from issuance of debt, liquidation of investments, and agency and private trust transactions.

Amounts for all funds and agencies of a government including the "general fund," special revenue, special assessment, trust, sinking, and utility funds, and all other funds used to account for receipts in the name of the government or any boards, commissions, or other agencies classified as part of the government are included in this category. Excluded would be any amounts transferred between funds or agencies of the same government.

STATE FUNDS: Funds awarded to eligible students from any of the Missouri funded student state financial aid programs.

STUDENT CREDIT HOUR: To compute student credit hours, multiply the hour value of each credit course by the number of students enrolled in the course for credit. The number of students enrolled in a course is the number enrolled at the close of the official add period for each term. If there is no official add period, report as of the 15th day of each regular term, and the 5th day of each summer term. Sum the credit hours carried in each course to determine total student credit hours attempted.

TOTAL 12-MONTH PERIOD: The total student credit/contact hours attempted by all students during the entire year. Include all short courses as well as regular academic terms.

FALL TERM: The total student credit/contact hours attempted during the fall term. These student credit hours are a subset of the total 12-month period.

**Part A - Site Specific Information - INSERT NEW SHEET FOR EACH SITE
FY 2005 (July 1, 2004-June 30, 2005)**

Please see instructions prior to answering survey

1. Name of off-campus or out-of-taxing district site:

2. Site location:

Building:

Street:

City and Zip Code:

3. Date courses were first offered at this site:

4. Title of on-site administrator(s):

5. Is the on-site administrator(s) full - or part-time? FT or PT:

6. Number of faculty teaching at this site:

FT:

PT:

7. Using the following list, for each category, provide data used by the institution to determine need for this site. Please see instructions.

Student demand:

Educational attainment of local residents:

Employer need:

College going rate of high school graduates:

ACT scores of high school graduates:

Population projections

Other (specify)

8. General site admissions requirements at this site:

9. Total enrollment at this site:

Headcount:

FTE:

10. How many students reported in #9 met general admissions requirements at this site?

Number:

Percent:

11. Site goals (if any):

12. Provide a list and brief description of any collaborative activities between your institution and others who support this site.

13. Do students take placement tests for access to collegiate-level work at this site? If yes, please provide the subject area, placement test, and cut score.

Subject Area	Test	Cut Score

14. Please check all of the following services which are available to students meeting or not meeting general site admissions requirements.

Services:	Met Req.	Did Not Meet Req.
Counseling	<input type="checkbox"/>	<input type="checkbox"/>
Advisement	<input type="checkbox"/>	<input type="checkbox"/>
Financial Aid	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>

**Part C - Course Specific Information - INSERT NEW SHEET FOR EACH SITE
FY 2005 (July 1, 2004-June 30, 2005)**

Please see instructions prior to answering survey

1. Name of off-campus or out-of-taxing district site:

2. Site location:

Building:

Street:

City and Zip Code:

3. Complete for all courses offered. Add additional lines as needed.

	Is the course:		Number of Sections Offered	Mode of Delivery: 1=On-site; 2=Internet; 3=ITV; 4=Mixed	Course satisfies:		
	Degree-credit	Non-degree Credit			General Education Requirements	Vocational Technical	Other (Please explain below)
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							

**Part D - Retention - INSERT NEW SHEET FOR EACH SITE
FY 2005 (July 1, 2004-June 30, 2005)**

Please see instructions prior to answering survey

1. Name of off-campus or out-of-taxing district site:

2. Site location:

Building:

Street:

City and Zip Code:

3. Please provide retention information for the fall 2004 cohort using headcount enrollment. Provide information for students who did or did not meet general admissions requirements at this site.

Fall 2004 Cohort Analysis for Spring 2005	Students Entered Under General Admissions Requirements	Students Entered With Exceptions to General Admissions Requirements
Re-enrolled		
Completed a certificate or degree		
Enrolled at the main campus		
Dropped/stopped out		
Total		

**Part E - FINANCE - INSERT NEW SHEET FOR EACH SITE
FY 2005 (July 1, 2004-June 30, 2005)**

Please see instructions prior to answering survey

1. Name of off-campus or out-of-taxing district site:

2. Site location:

Building:

Street:

City and Zip Code:

3. Expenditures (FY 2005)

	Staff Salary and Benefits	Equipment	Utilities	Maintenance and Repair	Rent	Other Operational	Total
Actual expenditures							\$0

4. Revenues (FY 2005)

	Tuition and Fees	State Appropriations	Local Appropriations (if applicable)	Federal Appropriations (if applicable)	Grants, Contracts, and Gifts	Other	Total
Actual revenue							\$0

**Part F - FINANCIAL AID - INSERT NEW SHEET FOR EACH SITE
FY 2005 (July 1, 2004-June 30, 2005)**

Please see instructions prior to answering survey

1. Name of off-campus or out-of-taxing district site:

2. Site location:

Building:

Street:

City and Zip Code:

Loans

3. Students Receiving Need-based Financial Aid	Number of	
	Students	Dollar Amount
Federal		
State		
Institutional		

**Grants and
Scholarships**

Number of		Dollar
Students		Amount

**College
Work-Study**

Number of		Dollar
Students		Amount

4. Students Receiving Non-need-based Financial Aid

Number of		Dollar
Students		Amount
Federal		
State - A+ Only		
All Other State		
Institutional		

AGENDA ITEM SUMMARY

AGENDA ITEM

Community College Out-of-District Programs Inventory Review
Coordinating Board for Higher Education
February 9, 2006

DESCRIPTION

Missouri's public policy framework assigns oversight to the Coordinating Board for Higher Education for decisions by community colleges to deliver certificate and academic degree programs outside their taxing districts. Recently MDHE staff became aware of discrepancies between the state's academic program inventory for certificate and degree programs offered by community colleges outside their taxing districts and the actual scope of their current offerings. The intent of this board item is to describe the process underway to address these discrepancies.

Background

Legislation was passed in 1961 permitting the creation of junior colleges by a vote of local citizens (Sections 1788.400, 178.770, and 178.780 RSMo). These new public entities were authorized not only to tax residents but also to receive state subsidies supporting associate degree delivery.

In the ensuing years, Missouri's community college sector has grown to meet the state needs for comprehensive services associated with two-year institutions. Currently, Missouri has 12 community college taxing districts that include 18 separate campuses. Given the relatively low per capita incomes and property tax assessments of large areas of rural Missouri, a substantial number of school districts and, therefore, Missouri citizens, continue to be located outside a community college taxing district.

Several statutes and public policy initiatives have encouraged community colleges to expand delivery of their services to locations outside their taxing districts. Included have been financial incentives to take courses and programs outside community college taxing districts (1456); the establishment of community college voluntary service regions covering the state; and assignment of the lead role to community colleges for implementing the state plan for postsecondary technical education.

The Coordinating Board has maintained its authority over decisions by community colleges to deliver services to communities outside of their taxing districts as evidenced by statutes and public policies that address community college out-of-district course and program approval, residence centers, and new program approval.

In fulfilling its statutory responsibility, the Coordinating Board's decisions about activities outside community college taxing districts help to ensure the efficient use of state resources, an

avoidance of unnecessary duplication with local providers, and an appropriate balance between communities that tax themselves for community college services and those that do not.

MDHE staff has initiated a process to discern any alternative pathways (apart from formal program approval) that may have been employed by community colleges to initiate and maintain out-of-district sites and programs. A letter has been sent to each community college president or chancellor with an attachment of all out-of-district sites and programs currently in the state's inventory. Institutions have agreed to self-report all discrepancies along with any evidence that the programs in question were previously approved by the CBHE. Self-reported discrepancies with the official program inventory will be analyzed by department staff to determine the origins of any sites or degree programs that have not received formal program approval. Program recognition or other strategies for the reconciliation of the official program inventory will then be further explored with community college presidents/chancellors.

Conclusion

The state's official program inventory serves as a utility for prospective students exploring educational opportunities, for educational leaders involved in institutional academic planning, and for state policy makers identifying gaps in Missouri's program offerings, suggesting opportunities for collaboration, and stipulating areas that represent unnecessary duplication of effort. It is essential, therefore, that this inventory, which is posted on the MDHE website, is accurate. The process underway will ensure consistency between community college programs in the state program inventory and those of each community college. A similar process will be used with institutions from the other educational sectors.

STATUTORY REFERENCE

Sections 173.005.2(1), 173.005.2(7), 173.030(1), and 173.030(2), RSMo (statutory requirements regarding CBHE approval of new degree programs)

Section 163.191.1(4), RSMo (statutory requirements regarding CBHE approval of out-of-district community college programs)

Section 173.030(4), RSMo (statutory requirements regarding promulgation of rules governing off-campus instruction by colleges and universities)

Section 178.637(2), RSMo (statutory requirements directing the development of the State Plan for Postsecondary Technical Education and consideration of any new programs or collaborative partnerships deemed necessary to ensure adequate statewide access)

Sections 178.892 through 178.896, RSMo (statutory requirements establishing community college job training program)

RECOMMENDED ACTION

This is a discussion item only.

ATTACHMENT(S)

None