
MINUTES

**COORDINATING COMMISSION FOR POSTSECONDARY EDUCATION
May 1, 2014
Concordia University
Walz Human Performance Complex, Fieldhouse Viewing Room
800 Columbia Avenue
Seward, Nebraska**

Public notice of meeting

Public notice of time and place of regular meeting was given to Commission members, institutional representatives, news media, the Legislative Fiscal Office and the Department of Administrative Services.

NOTICE OF MEETING

NOTICE IS HEREBY GIVEN THAT THE COORDINATING COMMISSION FOR POSTSECONDARY EDUCATION WILL HOLD A MEETING ON MAY 1, 2014. THE MEETING WILL BEGIN AT 8:30 A.M. AND ADJOURN AT APPROXIMATELY 12:00 P.M.

AN AGENDA IS MAINTAINED IN THE COMMISSION OFFICE, 140 N. 8TH STREET, SUITE 300, LINCOLN, NEBRASKA.

COLLEEN ADAM, CHAIR

Meeting called to order at 8:30 a.m.

CALL TO ORDER AND INTRODUCTIONS

Chair Colleen Adam called the meeting to order at 8:30 a.m., welcomed everyone, thanked Concordia University for hosting the Commissioners, and asked for introductions.

Commissioners Present

Colleen Adam	Eric Seacrest
Dr. Deborah Frison	Lori Warner
Dr. Ron Hunter	W. Scott Wilson
Mary Lauritzen	Carol Zink
Dwayne Probyn	

Commissioners Absent

Dr. Joyce Simmons

Commission Staff Present

Dr. Kathleen Fimple	Helen Pope
Jason Keese	James Schiltz
Kadi Lukesh	Gary Timm
Dr. Carna Pfeil	Mike Wemhoff

*Reverend Dr. Brian L. Freidrich,
President of Concordia
University*

**GREETING BY REVEREND DR. BRIAN L. FRIEDRICH, PRESIDENT OF
CONCORDIA UNIVERSITY**

Reverend Dr. Brian L. Friedrich, President of Concordia University, welcomed Commissioners, staff, and guests to the University and the Seward community. He thanked the Commission for the work they do on behalf of higher education in Nebraska. He noted that the independent colleges and universities provide 40 percent of the undergraduate and graduate degrees in Nebraska, and equips and prepares one-third of the teachers for our state. Forty percent of the students that attend Concordia are from Nebraska. The other 60 percent come from other states and countries. Alumni are represented in all 50 states and in 6 of the 7 continents.

MINUTES OF MARCH 13, 2014 COMMISSION MEETING

Chair Adam noted that the Work Session minutes from the evening before the March Commission meeting will be up for approval along with the regular Commission meeting minutes.

*Minutes of March 12, 2014 Work
Session and March 13
Commission meeting approved*

Commissioner Wilson moved that the March 12, 2014 Work Session minutes and the March 13, 2014 Commission meeting minutes be approved. Commissioner Lauritzen seconded the motion. A roll call vote was taken. Commissioner Hunter abstained, and all other Commissioners present voted yes.

CHAIR'S REPORT

Chair Adam noted that a student ambassador from Concordia will be on hand after the Commission meeting for a brief campus tour.

*Chair Adam notes Concordia
University campus tour*

Chair Adam read and presented former Commission Chair Ron Hunter with a plaque in appreciation of his dedicated service as Chair of the Coordinating Commission from January 2012 to December 2013.

*Chair Adam presents
Commissioner Hunter with
plaque*

Chair Adam appointed Commissioners Lauritzen, Simmons, and Frison to the nominating committee responsible for submitting nominations for Commission officers for July 1, 2014 through June 30, 2015, at the June 19 Commission meeting.

*Chair Adam appoints nominating
committee*

INTERIM EXECUTIVE DIRECTOR'S REPORT

Dr. Carna Pfeil, Interim Executive Director, introduced Kadi Lukesh, Office Manager/Bookkeeper, to present the third quarter operating budget report. Ms. Lukesh pointed out underspent areas, and noted the upcoming need to utilize those funds. Later in May we will have a research intern working at the office for the summer and will pay the intern out of other contractual services dollars. She noted that the fourth quarter report will look different because of the dollars received for the Executive Director search. Commissioner Seacrest spoke on behalf of the Executive Director Search Committee, commending the staff for setting aside funds for handling the transition expenses. Commissioner Adam requested that the Commission

*Kadi Lukesh gives third quarter
operating budget report*

Dr. Pfeil reports on data research intern

receive a breakdown of expenses associated with the Executive Director Search.

Dr. Pfeil reported that a data research intern, Caitlyn Deal, will start at the Commission on May 15 and work until mid-August. She comes from the Survey Research and Methodology Program at the University of Nebraska-Lincoln.

Jason Keese gives update on legislative bills of interest

Jason Keese, Communications Coordinator, briefed the Commissioners on the final Legislative Update, noting that the Legislature adjourned on April 17. A summary sheet was distributed to Commissioners. Commissioner Probyn inquired what the ramifications of LB546 would be, removing the Coordinating Commission from the revenue bond review process for the State Colleges and University of Nebraska. Dr. Pfeil stated the Commission would no longer review and make recommendations to the executive committee of the Legislature on individual revenue bond projects. The Legislature will now review revenue bonds and retains the authority to approve revenue bonds. Mr. Keese answered questions from the Commissioners.

Tip O'Neill, President of the Association of Independent Colleges and Universities of Nebraska

Dr. Pfeil asked Tip O'Neill, President of the Association of Independent Colleges and Universities of Nebraska, to address the Commissioners. Mr. O'Neill stated that he has been asked to serve as an at-large representative on the MHEC (Midwestern Higher Education Compact) State Authorization Reciprocity Agreement (SARA) Steering Committee. The committee approves states and institutions to be part of MHEC/SARA. He would like to send a joint letter to the U.S. Department of Education from the Coordinating Commission, the Association of Independent Colleges and Universities, the University of Nebraska, and the state and community colleges, regarding the regulation of handling consumer complaints. Dr. Pfeil, with the Executive Committee's approval, will assist with drafting a letter to the U.S. Department of Education along with Mr. O'Neill.

Dr. Pfeil speaks about Executive Director search

Dr. Pfeil reported the Executive Director search has begun and several applications have been received. She distributed binder items for the Search Committee, and asked Commissioner Seacrest to discuss the search. Commissioner Seacrest noted that without a consultant, the committee is handicapped to an extent, but are working diligently and will manage the search. The emphasis currently is on recruiting candidates. Ads have been placed in publications and online, and he encouraged word of mouth to locate interested candidates. The search committee consists of Commissioners Frison, Wilson, Zink, Seacrest and Adam. Mr. Keese was asked to indicate where ads have been placed and the cost associated with advertising. Dr. Pfeil distributed a timeline for interviews that will be held the day before and the day of the July 31 Commission meeting.

Dr. Pfeil notes involvement in audit of Agency 83

Dr. Pfeil noted that she and Gary Timm, Chief Finance and Administrative Officer, were involved in the audit of Agency 83. Agency 83 is a way for the State to distribute appropriations to community colleges. The Coordinating

Commission was involved in the audit of Agency 83 because we are responsible for distributing funds to the community colleges.

Mr. Timm came to the Coordinating Commission from the State Department of Insurance. Recently they have requested his help and he has been able to accommodate their request for assistance.

Public Hearing on matters of general concern

PUBLIC COMMENT ON MATTERS OF GENERAL CONCERN

There was no testimony regarding Matters of General Concern.

Chair Adam closed the Public Hearing on Matters of General Concern.

Public Hearing on Planning and Consumer Information Items

PUBLIC HEARING ON PLANNING AND CONSUMER INFORMATION COMMITTEE ITEMS

There was no testimony regarding Planning and Consumer Information Committee Items.

Chair Adam closed the Public Hearing on Planning and Consumer Information Committee Items

James Schiltz presents 2013 Supplemental Forms Report

PLANNING AND CONSUMER INFORMATION COMMITTEE

2013 Supplemental Forms Report

Commissioner Lauritzen stated the Supplemental Forms Report is a valuable and necessary report, but noted that the Commission would like to change the name. She introduced James Schiltz, Data Analyst, to present the report. Mr. Schiltz gave a PowerPoint presentation on the 2013 Supplemental Forms Report, and answered questions from the Commissioners.

Motion for new name for Supplemental Forms Report approved

Commissioner Seacrest made a motion to change the title of the Supplemental Forms Report to *Nebraska Postsecondary Enrollment, Tuition & Fees, and Financial Aid Report*, with a secondary title of *2013 Supplemental Forms*. Commissioner Hunter seconded the motion. A roll call vote was taken, with all Commissioners present voting yes.

Nebraska Postsecondary Enrollment, Tuition & Fees, and Financial Aid Report: 2013 Supplemental Forms approved

Commissioner Lauritzen, on behalf of the Planning and Consumer Information Committee, moved to approve the *Nebraska Postsecondary Enrollment, Tuition & Fees, and Financial Aid Report: 2013 Supplemental Forms*. A roll call vote was taken, with all Commissioners present voting yes.

Chair Adam called for a break at 10:10 a.m. The meeting resumed at 10:25 a.m.

*Steve Carper, President of
Omaha School of Massage and
Healthcare of Herzing University*

PUBLIC HEARING ON ACADEMIC PROGRAMS COMMITTEE ITEMS

Steve Carper, Campus President at Omaha School of Massage and Healthcare of Herzing University, came forward in support of the Health and Wellness program proposal. He offered to answer questions the Commissioners may have.

Chair Adam closed the Public Hearing on Academic Programs Committee Items.

ACADEMIC PROGRAMS COMMITTEE

*Omaha School of Massage and
Healthcare of Herzing University
– Health and Wellness (BS)*

Application to Modify a Previous Authorization to Operate – Omaha School of Massage and Healthcare of Herzing University – Health and Wellness (BS)

Dr. Fimple presents the proposal

Commissioner Zink, Chair of the Academic Programs Committee, introduced Dr. Kathleen Fimple, Academic Programs Officer, to give background information on the program. Dr. Fimple presented the program, noting that the Commission has approved several programs for this institution. The financials, enrollment and curriculum are all within the requirement range. This particular program gives students the option to become a health and wellness coach. Commissioner Probyn inquired as to where the library is located. Mr. Carper noted there is a small library on campus, but with virtual access, students are able to pull information from all of the Herzing University locations.

*Omaha School of Massage and
Healthcare of Herzing University
– Health and Wellness (BS)
approved*

Commissioner Zink, on behalf of the Academic Programs Committee, moved to approve the modification to the recurrent authorization to operate for Omaha School of Massage and Healthcare of Herzing University to include the BS in Health and Wellness. A roll call vote was taken, with all Commissioners present voting yes.

*CCC – Environmental Health
and Safety (AAS, diploma, two
certificates)*

Central Community College – Proposal for New Instructional Program: Environmental Health and Safety (AAS, diploma, two certificates)

Dr. Fimple presents information

Dr. Fimple presented the program, stating there are two certificates. The applied certificate is specific to an entity like OSHA. The generalist certificate would cover the same type of topics, but not be specific to a certain entity. One advantage of this program is its design to prepare students to earn the Associate Safety Professional (ASP) credential.

*CCC – Environmental Health
and Safety (AAS, diploma, two
certificates) approved*

Commissioner Zink, on behalf of the Academic Programs Committee, moved to approve Central Community College’s new instructional program: Environmental Health and Safety (AAS, diploma, two certificates). A roll call vote was taken, with all Commissioners present voting yes.

SCC – Diversified Manufacturing Technology (AAS, diploma, certificate)

Dr. Fimple presents the proposal

SCC – Diversified Manufacturing Technology (AAS, diploma, certificate) approved

SCC – Geographic Information Systems Technology (certificate)

Dr. Fimple presents the proposal

SCC – Geographic Information Systems Technology (certificate) approved

WNCC – Surgical Technology (AAS)

Dr. Fimple presents the proposal

Dr. Terry Gaalswyk, VP of Educational Services at WNCC

WNCC – Surgical Technology (AAS) approved

Southeast Community College – Proposal for New Instructional Program: Diversified Manufacturing Technology (AAS, diploma, certificate)

Dr. Fimple presented the proposal, indicating that this program is made possible by a grant from the Trade Adjustment Assistance Community College and Career Training (TAACCCT). This program requires course work in seven manufacturing-related fields. The courses would be offered at the Milford SCC campus, as well as online.

Commissioner Zink, on behalf of the Academic Programs Committee, moved to approve Southeast Community College’s new instructional program: Diversified Manufacturing Technology (AAS, diploma, certificate). A roll call vote was taken, with all Commissioners present voting yes.

Southeast Community College – Proposal for New Instructional Program: Geographic Information Systems Technology (certificate)

Dr. Fimple presented the program, noting this is a “stand-alone” certificate, not one that will build on into a diploma or degree. SCC conducted a needs survey of GIS-related Nebraska employers, who indicated an interest in hiring employees with GIS skills and training. There is no other program like this offered at any other Nebraska institution.

Commissioner Zink, on behalf of the Academic Programs Committee, moved to approve Southeast Community College’s new instructional program: Geographic Information Systems Technology (certificate). A roll call vote was taken, with all Commissioners present voting yes.

Western Nebraska Community College – Proposal for New Instructional Program: Surgical Technology (AAS)

Dr. Fimple presented the proposal, indicating when WNCC surveyed healthcare entities in the region, a large number reported they utilized temporary or “traveling” surgical technologists due to a local shortage. Local employers also indicated a need and demand for this program.

Dr. Terry Gaalswyk, Vice President of Educational Services at Western Nebraska Community College, spoke to the Commissioners about the demand for local surgical technologists and answered questions from the Commissioners.

Commissioner Zink, on behalf of the Academic Programs Committee, moved to approve Western Nebraska Community College’s new instructional program: Surgical Technology (AAS). A roll call vote was taken, with all Commissioners present voting yes.

*UNMC – Nanomedicine for
Diagnosis and Therapy –
Graduate Certificate*

*Commissioner Zink notes UNMC
intends to eliminate the program*

*Commissioners vote to concur
with UNMC to discontinue
Nanomedicine for Diagnostic
and Therapy – Graduate
Certificate program*

UNO – Geology (BS, BGS)

*Dr. Fimple presented the
proposal*

*UNO – Geology (BS, BGS)
approved*

*Modified process for existing
program review form*

Dr. Fimple presents information

*Modified process for existing
program review form approved*

**University of Nebraska Medical Center – Existing Program Review
– Nanomedicine for Diagnosis and Therapy – Graduate Certificate**

Commissioner Zink reported that at its last meeting the Coordinating Commission asked to postpone this item until this meeting so UNMC staff could be present to answer questions. On April 29th, an email was received from Susan Fritz, Interim Vice Provost at the University of Nebraska – Lincoln, noting UNMC intends to begin the approval process to eliminate the graduate certificate in Nanomedicine for Diagnosis and Therapy. Commissioner Zink noted that as a Commission, we cannot approve an institution's discontinuance of a program, but we can vote to concur with UNMC's decision to eliminate the program.

Commissioner Zink moved to concur with the University of Nebraska Medical Center's decision to discontinue the program: Nanomedicine for Diagnosis and Therapy – Graduate Certificate. Commissioner Hunter seconded the motion. A roll call vote was taken, with all Commissioners present voting yes.

**University of Nebraska at Omaha – Follow-up report on an existing
instructional program – Geology (BS, BGS)**

Dr. Fimple presented the report, noting the numbers of graduates has increased considerably in the past few years. The program made notable improvement and is close to the Commission productivity threshold of an average of seven graduates per year.

Commissioner Zink, on behalf of the Academic Programs Committee, moved that the University of Nebraska at Omaha's program - Geology (BS, BGS) be continued. A roll call vote was taken, with all Commissioners present voting yes.

Modified process for existing program review form

Commissioner Zink stated that at the March work session, the Commissioners talked in detail about low-producing programs. The direction from the Commissioners, to the staff and the Academic Programs Committee was to create a form to assist them in reviewing existing instructional programs. Dr. Fimple presented the form and indicated that this form will give the institutions more direction on the detailed information that the Commission wants reported. The existing program review is on a seven year cycle with reports due to the Commission office by June 30 each year.

Commissioner Zink, on behalf of the Academic Programs Committee, moved to approve the modified process for existing program review form. A roll call vote was taken, with all Commissioners present voting yes.

Annual Reports from Institutions Holding Recurrent Authorizations to Operate in Nebraska

Dr. Fimple comments

Information Item: Annual Reports from Institutions Holding Recurrent Authorizations to Operate in Nebraska

Dr. Fimple commented that Gallup University was approved but has chosen not to seek accreditation, which would have been the next step in continuing as a degree-granting institution.

Information Item: Reasonable and moderate extensions, department reorganizations, program name changes and other institutional activities relating to existing programs

Dr. Fimple presented the Information Items, noting the Academic Programs Committee asked to explain precision agriculture. Precision agriculture evaluates the different forms of agriculture technology, studies the understanding of the theory of GPS and GIS, and collects and analyzes data for trouble shooting and decision making.

Reasonable and Moderate Extensions

Reasonable and Moderate Extensions

1. UNL – Quilt Studies (graduate certificate)
2. SCC – Precision Agriculture (certificate)
3. SCC – Client Relations (certificate) and focus under Business Administration

Department Reorganization

Department Reorganizations

1. UNMC – eliminate three departments (Community-Based Health, Families and Health Systems, and Adult Health and Illness); Replace them with a single division:
Omaha College of Nursing Division
2. UNO – merge Journalism major and Broadcasting major
Replace them with a single major:
Journalism and Media

Center Dissolution

Center Dissolution

1. UNMC – Center for Humanities, Ethics and Society

Program Name Changes

Program Name Changes

1. UNL – Agricultural Journalism to
Agricultural and Environmental Sciences Communication
2. UNO – Speech to
Communication Studies

Update on Legislation and SARA

Information Item: Update on Legislation and SARA

Dr. Fimple provides information

Dr. Fimple reminded Commissioners that at the March work session we discussed legislation that needed to be passed before the Commission could proceed with its application to participate in SARA. She reported that the legislation passed and was signed by the Governor in early April. The Commission can now move forward with the rule-making process. The plan is to apply to SARA at the end of June.

*Public Hearing on Budget,
Construction, and Financial Aid
Committee Items*

**PUBLIC HEARING ON BUDGET, CONSTRUCTION, AND
FINANCIAL AID COMMITTEE ITEMS**

There was no testimony regarding the Budget, Construction, and Financial Aid Committee Items.

Chair Adam closed the Public Hearing on Budget, Construction, and Financial Aid Committee items.

BUDGET, CONSTRUCTION, AND FINANCIAL AID COMMITTEE

*2015-2017 Biennial Areas of
Emphasis*

2015-2017 Biennial Areas of Emphasis

Mr. Timm presents the proposal

Commissioner Seacrest, in Commissioner Simmons' absence, spoke on behalf of the Budget, Construction, and Financial Aid Committee. He introduced Gary Timm to present the Areas of Emphasis. Mr. Timm stated the institutions are required to identify Areas of Emphasis, as is the Commission. The Areas of Emphasis are used to identify priorities and new funding during the review of institutional biennial operating budget requests.

Commissioner Seacrest noted the Staff Recommendations for Areas of Emphasis for the 2015-2017 Biennial Budget Process first sentence should state: Commission procedures for the review of institutional operating budgets call for the use of Areas of Emphasis in the development of the **committee to the Commission's** recommendations to the Governor and Legislature.

*2015-2017 Biennial Areas of
Emphasis approved*

Commissioner Seacrest, on behalf of the Budget, Construction, and Financial Aid Committee, moved to approve the 2015-2017 Biennial Areas of Emphasis for use by the Commission in the review of institutional biennial operating budget requests. A roll call vote was taken, with all Commissioners voting yes.

*Procedures to public
postsecondary education
institutions for the submission of
their 2015-2017 biennial
operating budget requests*

**Information Item: Procedures to public postsecondary
educational institutions for the submission of their 2015-2017
biennial operating budget requests to the Commission**

Commissioner Seacrest commented this is the document that is sent to the institutions outlining the procedures. Mr. Timm answered questions from the Commissioners.

*2015 -2017 Prioritization
Process to Sequence
Appropriations for Approved
Capital Construction Projects*

**2015-2017 Prioritization Process to Sequence Appropriations for
Approved Capital Construction Projects**

*Mr. Wemhoff presents the
proposal*

Commissioner Seacrest noted that there are no changes to this document from two years ago. He introduced Mike Wemhoff, Facilities Officer, to present the proposal. Mr. Wemhoff stated that this document applies only to the University of Nebraska and the State Colleges, as they ask the state for direct appropriations. He commented on the previous recommendations by the Commission.

2015 -2017 Prioritization Process to Sequence Appropriations for Approved Capital Construction Projects approved

Key deadlines for public postsecondary educational institutions related to the biennial operating budget and capital construction budget request processes

Mr. Wemhoff discusses the key deadlines processes

Draft of Title 281, Chapter 7, Rules and Regulations for the Postsecondary Institution Act

Dr. Fimple presents the proposal

Draft of Title 281, Chapter 7, Rules and Regulations for the Postsecondary Institution Act approved

Next Commission Meeting: June 19, 2014

Commissioner Lauritzen on article

Meeting adjourned at 12:01 p.m.

Commissioner Seacrest, on behalf of the Budget, Construction, and Financial Aid Committee, moved to approve the 2015-2017 Prioritization Process to Sequence Appropriations for Approved Capital Construction Projects. A roll call vote was taken, with all Commissioners voting yes.

Information Item: Key deadlines for public postsecondary educational institutions related to the biennial operating budget and capital construction budget request processes

Mr. Wemhoff stated that the Key Deadlines will be sent to the institutional budget and facility officers to provide specific deadlines that are required for the biennial budget request and recommendation process. At the September Commission meeting the University, State Colleges, and Community Colleges will present their budget requests to the Commissioners. At the October Commission meeting the Commission will approve the budget recommendations for submittal to the Governor and Legislature.

EXECUTIVE COMMITTEE

Draft of Title 281, Chapter 7, Rules and Regulations for the Postsecondary Institution Act

Dr. Fimple noted the rules have been modified to incorporate the ability to participate in an interstate reciprocity agreement. These changes were sent to the sectors. Responses from the sectors were favorable. The process that the State of Nebraska requires is the draft to be approved by the Commission. If the draft is approved, a public hearing will be set for June 5th, a legal notice will be published in the newspaper and a 30-day notice will be given. The final rules and regulations document will be voted on at the June Commission meeting.

Chair Adam, on behalf of the Executive Committee, moved to approve the Draft of Title 281, Chapter 7, Rules and Regulations for the Postsecondary Institution Act. A roll call vote was taken, with all Commissioners present voting yes.

FUTURE MEETINGS

The next Commission meeting will be held Thursday, June 19, 2014 at Wayne State College, Wayne, Nebraska.

COMMISSIONER COMMENTS

Commissioner Lauritzen distributed an article of interest by World-Herald Staff Writer Kate Howard Perry to the Commissioners, noting this is a great overview of what is going on at several schools.

ADJOURNMENT

The meeting was adjourned at 12:01 p.m.

