
MINUTES

COORDINATING COMMISSION FOR POSTSECONDARY EDUCATION

January 23, 2014

Video Conference sites;
Chadron State College in Chadron, NE
Lincoln Executive Building in Lincoln, NE
Vocational Rehabilitation in Norfolk, NE
ESU #16 in North Platte, NE
Cape Coral, FL

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 JANUARY 23, 2014. THE MEETING WILL BEGIN AT 9:00 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 9:00 a.m.

CALL TO ORDER AND INTRODUCTIONS

Chair Adam called the meeting to order at 9:00 a.m. and asked for introductions.

Commissioners Present

| | |
|--------------------------|------------------------------|
| Colleen Adam * | Eric Seacrest (North Platte) |
| Dr. Deborah Frison* | W. Scott Wilson* |
| Dr. Ron Hunter (Chadron) | John Winkleblack (Florida) |
| Mary Lauritzen (Norfolk) | Carol Zink* |
| | (*Lincoln site) |

Commissioners Absent

Clark Anderson
Dr. Joyce Simmons

Commission Staff Present

| | |
|---------------------|-----------------|
| Dr. Kathleen Fimple | Dr. Carna Pfeil |
| Benjamin Civic | Helen Pope |
| Jason Keese | Gary Timm |
| Kadi Lukesh | Mike Wernhoff |

Minutes of December 5, 2013
Commission meeting approved

MINUTES OF DECEMBER 5, 2013 COMMISSION MEETING

Commissioner Wilson moved that the December 5, 2013 minutes be approved. Commissioner Zink seconded the motion. A roll call vote was taken. Commissioner Hunter abstained, with all other Commissioners present voting yes.

Chair Adam announces
committee assignments

CHAIR'S REPORT

Chair Adam spoke briefly about committee assignments for 2014, noting the executive committee was voted on at the December meeting as listed below. If the bylaw change is passed at the March Commission meeting making the terms of office from July 1 to June 30, she suggests keeping the current committee assignments as they are until the June Commission meeting when new committees will be assigned.

Executive Committee

Colleen Adam - Chair
Carol Zink – Vice Chair
Ron Hunter
Scott Wilson

Academic Programs Committee

Carol Zink– Chair
Mary Lauritzen
Scott Wilson
Eric Seacrest
Deb Frison

Budget, Construction, and Financial Aid Committee

Joyce Simmons
John Winkleblack
Eric Seacrest

Planning and Consumer Information Committee

Mary Lauritzen – Chair
Deb Frison
Colleen Adam
Ron Hunter
Scott Wilson

Riko Bishop's District 1 position has yet to be filled by the Governor. Clark Anderson's at-large position has been filled by Dwayne Probyn. Dwayne will be present at the March Commission meeting.

Dr. Pfeil speaks about out-of-
service area applications

INTERIM EXECUTIVE DIRECTOR'S REPORT

Dr. Carna Pfeil, Interim Executive Director, reported that the following out-of-service area applications have been authorized:

1. Offered by Northeast Community College
Interactive two-way video originated from West Point-Beemer HS in West Point, NE
Delivered to Clarkson High School in Clarkson, NE

Out-of-service area applications
continued

- SPCH 1110 Public Speaking (3 cr.)
1/7/14 to 5/21/14
2. Offered by Northeast Community College
Interactive two-way video originated from Bancroft-Rosalie
HS in Bancroft, NE
Delivered to Arcadia High School in Arcadia, NE
 - ENGL 2200 Survey of English Literature (3 cr.)
1/6/14 to 5/23/14
 3. Offered by Northeast Community College
Interactive two-way video originated from West Point-Beemer
HS in West Point, NE
Delivered to Howells-Dodge High School in Howells, NE
 - SPCH 1110 Public Speaking (3 cr.)
1/7/14 to 5/21/14
 4. Offered by Northeast Community College
Interactive two-way video originated from West Point-Beemer
HS in West Point, NE
Delivered to Howells-Dodge High School in Howells, NE
 - ENGL 2100 Introduction to Literature (3 cr.)
1/7/14 to 5/21/14
 5. Offered by Northeast Community College
Interactive two-way video originated from Wayne High School
in Wayne, NE
Delivered to Logan View High School in Hooper, NE
 - PSYC 1810 Introduction to Psychology (3 cr.)
1/6/14 to 5/20/14
 6. Offered by Northeast Community College
Interactive two-way video originated from NECC
in Norfolk, NE
Delivered to Aurora High School in Aurora, NE
 - MATH 2000 Analytic Geometry and
Calculus I (5 cr.)
1/13/14 to 5/9/14
 7. Offered by Central Community College
Interactive two-way video originated from David City High
School in David City, NE
Delivered to Sargent High School in Sargent, NE
 - ENGL 2100 Introduction to Literature (3 cr.)
1/13/14 to 5/8/14
 8. Offered by Central Community College
Interactive two-way video originated from Cozad High School
in Cozad, NE
Delivered to Anselmo/Merna High School in Merna, NE

Out-of-service area applications
continued

- MATH 1150 College Algebra (3 cr.)
1/6/14 to 5/23/14
9. Offered by Central Community College
Interactive two-way video originated from CCC
in Columbus, NE
Delivered to Pope John High School in Elgin, NE
 - SOCI 1010 Introduction to Sociology (3 cr.)
1/13/14 to 5/8/14
 10. Offered by Central Community College
Interactive two-way video originated from CCC
in Columbus, NE
Delivered to Pope John High School in Elgin, NE
 - ENGL 2100 Introduction to Literature (3 cr.)
1/13/14 to 5/8/14
 11. Offered by Central Community College
Interactive two-way video originated from David City High
School in David City, NE
Delivered to Burwell High School in Burwell, NE
 - ENGL 1010 English Composition (3 cr.)
1/13/14 to 5/8/14
 12. Offered by Central Community College
Interactive two-way video originated from Central City HS in
Central City, NE
Delivered to Allen High School in Allen, NE
 - MATH 2060 Analytic Geometry and
Calculus I (5 cr.)
1/13/14 to 5/8/14
 13. Offered by Central Community College
Interactive two-way video originated from St. Paul High
School in St. Paul, NE
Delivered to West Point-Beemer HS in West Point, NE
 - MATH 2020 Applied Statistics (3 cr.)
1/6/14 to 5/22/14
 14. Offered by Central Community College
Interactive two-way video originated from Humphrey High
School in Humphrey, NE
Delivered to Madison High School in Madison, NE
 - ENGL 2100 Introduction to Literature (3 cr.)
1/13/14 to 5/8/14
 15. Offered by Mid-Plains Community College
Interactive two-way video originated from MPCC in
North Platte, NE
Delivered to Keya Paha County High School in

Springview, NE

- POLS 1000 American Government (3 cr.)
1/13/14 to 5/8/13

16. Offered by Mid-Plains Community College
Interactive two-way video originated from MPCC in
North Platte, NE
Delivered to Keya Paha County High School in
Springview, NE
 - FACS 1600 Human Development (3 cr.)
1/13/14 to 5/8/14

Kadi Lukesh presents quarterly
budget report

Kadi Lukesh, Budget Coordinator, gave an update of the Commission's administrative budget. At the end of the second quarter the budget is in good shape, however, the second half of the budget year will be affected by the outcome of our deficit budget request.

Jason Keese comments on
current legislative bills of interest

Jason Keese, Public Information and Special Projects Coordinator, briefed the Commissioners on current legislative bills of interest. A summary sheet was distributed to Commissioners outlining the information discussed. The Legislature is on the 11th day of its 60 day session, with all bills being introduced as of January 22. Mr. Keese noted that at least 13 bills are directly or very closely related to higher education. The summary sheet also provided information on bills carried over from the 2013 Legislative session.

Dr. Pfeil comments on the
budget deficit request

Dr. Pfeil noted that we have submitted a budget deficit request that includes funds for the search for an executive director. The Governor has not supported our request. It is now before the Appropriations Committee. She has visited with several of the Appropriations Committee members. We will give testimony on our deficit request at a public hearing February 5.

Chair Adam announces
executive director search
committee

Chair Adam stated that while awaiting the results from the deficit request, she has appointed an executive director search committee:

Eric Seacrest – Chair
Scott Wilson
Carol Zink
Deb Frison
Colleen Adam

Dr. Pfeil discusses community
college peers

Dr. Pfeil reported that she has been in contact with the community colleges and new peers from the community colleges will be voted on at the March Commission meeting,

Public Comment 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 Academic
Programs Committee Items

John Blaylock, Northeast
Community College

April Durnell, Wright Career
College

Christine Beischel, Wright
Career College

Jered Korschwar, Wright Career
College

Michele Gill, Northeast
Community College

Lyle Kathol, Northeast
Community College

PUBLIC HEARING ON ACADEMIC PROGRAMS COMMITTEE ITEMS

John Blaylock, Vice President of Educational Services for Northeast Community College, thanked the Commissioners for giving him the opportunity to share with them two new program offerings from NECC they desire to add to their curriculum. He offered to answer any questions the Commissioners may have.

April Durnell, Assistant to the Vice President/Director of Education at Wright Career College in Overland Park, Kansas, introduced herself, Christine Beischel, Campus Director, and Jered Korschwar, Surgical Technology Program Chair, from Wright Career College's Omaha campus. They spoke about the need for a surgical technology program in the Omaha area and offered to answer questions from the Commissioners.

Michele Gill, Dean of Health and Wellness at Northeast Community College, spoke briefly on the Health Information Management Systems program that NECC would like to offer their students.

Lyle Kathol, Dean of Applied Technology at Northeast Community College, discussed the demand for trained workers in manufacturing and welding areas. The proposed diversified manufacturing technology program is a way for NECC to develop these higher level skills, and also provide an opportunity for entry-level, untrained, non-traditional students to enter the workforce with basic training.

Chair Adam closed the public hearing on Academic Programs Committee Items.

ACADEMIC PROGRAMS COMMITTEE

Wright Career College – Surgical
Technology (AAS)

Dr. Fimple presents the proposal

Application to Modify a Previous Authorization to Operate – Wright Career College – Surgical Technology (AAS)

Commissioner Zink introduced Dr. Kathleen Fimple, Academic Programs Officer, to present the program and to give financial information on the program that was not available at the committee conference call.

Dr. Fimple noted that Wright Career College is in the U.S. Department of Education's acceptable composite financial score range. Questions posed on two areas of concern were answered after the committee meeting. The committee accepted the explanations, but recommended that the college's cash flow be monitored annually for consumer protection of the students in Nebraska. Wright Career College recently received reaccreditation by ACICS (Accrediting Council for independent Colleges and Schools). Institutions are accredited and programs can be accredited. Wright Career College's surgical technology programs in Overland Park and Wichita are accredited by ABHES (Accrediting Bureau of Health Education Schools).

Dr. Fimple briefed the Commissioners on complaints regarding Wright Career College and successful resolutions to those complaints. The

Academic Programs Committee did not forward a recommendation to the full Commission due to the time frame needed to receive more information on the financial question. She noted that staff recommends there be conditions if approval is given.

Commissioner Winkleblack left the meeting.

Wright Career College – Surgical Technology (AAS) approved

Commissioner Zink made a motion to approve the modification to the recurrent authorization to operate for Wright Career College to include the AAS in surgical technology, with the following conditions:

1. Approval is received from ACICS prior to the college offering the program, 2. Resumes of faculty hired to teach in the program are submitted to the Commission prior to offering surgical technology classes, 3. As soon as possible, an application is submitted for programmatic accreditation, and 4. Audited financial statements are submitted to the Commission annually. Commissioner Hunter seconded the motion. A roll call vote was taken, with all Commissioners present voting yes.

Northeast Community College – Health Information Management Systems (AAS)

Dr. Fimple presents the proposal

Proposal for a New Instructional Program – Northeast Community College – Health Information Management Systems (AAS)

Dr. Fimple presented the proposal, noting that by the end of 2014 the national goal is to have all of the healthcare industry using electronic health records. NECC has many of the required courses in place, as well as a full-time faculty member to teach health information management and serve as program director.

Michele Gill, NECC responds to questions regarding the proposal

Commissioner Lauritzen asked Michele Gill to respond to comments regarding interest and vision in the program. Ms. Gill stated that this program will add value for students to bring to their jobs. John Blaylock added that this program will give students another opportunity to work in the healthcare field. Commissioner Lauritzen discussed the benefit of this program for a smaller community and in the small clinic setting.

Northeast Community College – Health Information Management Systems (AAS) approved

Commissioner Zink, on behalf of the Academic Programs Committee, moved to approve the proposal for a new instructional program for Northeast Community College – Health Information Management Systems (AAS). A roll call vote was taken, with all Commissioners present voting yes.

Northeast Community College – Diversified Manufacturing Technology (Certificate)

Dr. Fimple presents the proposal

Proposal for a New Instructional Program – Northeast Community College – Diversified Manufacturing Technology (Certificate)

Dr. Fimple stated that NECC along with other Nebraska community colleges received a Trade Adjustment Assistance Community College and Career Training (TAACCCT) grant from the U.S. Department of Labor. The main goal of this grant is to prepare people for employment in high-skill, high-wage occupations. Employers surveyed stated that their greatest hiring challenge in the next few years would be filling positions in skilled production. There is a need for this program, as NECC has received inquiries from individuals seeking to improve their skills and employers looking for educational opportunities for their employees.

Mr. Kathol responds
Commissioner's questions

Chair Adam inquired if the TAACCT grant dollars were divided equally among the four community colleges. Mr. Kathol stated that Central Community College was the fiscal agent. The grant money was dispersed to the colleges based on their request, the number of students served, and need for the area.

Mr. Kathol commented that in their annual advisory committee meetings, local and area manufacturers continually express a great need for qualified technical workers and training for their current employees. He also noted that NECC is working on the career academy concept to get high school students interested in pursuing careers in the manufacturing field.

Northeast Community College –
Diversified Manufacturing
Technology (Certificate)
approved

Commissioner Zink, on behalf of the Academic Programs Committee, moved to approve the proposal for a new instructional program for Northeast Community College – Diversified Manufacturing Technology (Certificate). A roll call vote was taken, with all Commissioners present voting yes.

ITQ state grant program
recommendations for 2013-2014
awards

Improving Teacher Quality state grant program – Recommendations for 2013-2014 awards

Dr. Fimple noted that 15 proposals were received for funding. It was a difficult process for the review panel to select the four (with asterisk) proposals that were chosen for funding.

Dr. Fimple discusses the
proposals

1. Economic Education Professional Development Seminar, UML
2. **Nebraska Blast 2.0 Improving Teacher Quality through STEM workshops, UNL ***
3. **Teaching Literacy with Historical Documents, Nebraska Wesleyan University ***
4. Education in Digital and Global Environments, UNL
5. **Enhancing Nebraska 6-12 Teachers' Knowledge of Earth Science Content, UNL ***
6. Early Childhood Education and Early Mathematics for Elementary School Leaders, UNO
7. Mathemantics III: Learning the Power of Mathematical Communication Phase III, UNO
8. MET Link for Early Childhood, Elementary, and Middle School Teachers, UNO

-
9. Professional Development for Reflective Practice of Guided Science Inquiry, UNL
 10. Integrating Dynamic Mathematics Software into Existing Curriculum to Improve the Teaching and Learning of Mathematics, UNO
 11. Implementing a Temperament-Based Social-Emotional Learning Program with Nebraska Kindergarten Teachers and Children, UNL
 12. Agroecosystems as Tools for Teaching, UNL
 13. Metro Omaha STEM Teachers Cohort, UNO
 14. Unleashing Potential in Students Across Nebraska Through STEM Education, Nebraska Educational Technology Association/Doane College
 15. **Strengthening Upper Elementary Mathematics Instruction in the Nebraska Panhandle, UNL ***

ITQ proposals approved

Commissioner Zink, on behalf of the Academic Programs Committee, moved to concur with the evaluation panel's recommendation for funding of the four projects in the amounts listed below. A roll call vote was taken, with all Commissioners present voting yes.

- 1. Nebraska Blast 2.0 Improving Teacher Quality through STEM workshops for \$75,130, UNL**
- 2. Teaching Literacy with Historical Documents for \$65,766, Nebraska Wesleyan University**
- 3. Enhancing Nebraska 6-12 Teachers' Knowledge of Earth Science Content for \$82,042, UNL**
- 4. Strengthening Upper Elementary Mathematics Instruction in the Nebraska Panhandle for \$75,700, UNL**

Existing Program Review

Existing Program Review

Dr. Pfeil approved the continuation of the following existing programs, whose productivity fell within the Commission thresholds or where significant justification was provided if below the thresholds.

University of Nebraska at Kearney
General Studies – BGS

University of Nebraska at Omaha
General Administration – BGS

Existing Program Review
continued

Central Community College
Academic Transfer – AA/AS

Metropolitan Community College
General Studies – AAS
Liberal Arts/Academic Transfer – AA, AS

Mid-Plains Community College
Academic Transfer – AA, AGS, AS

Northeast Community College
Academic Transfer – AA, AS

Southeast Community College
Academic Transfer – AA/AS

Western Nebraska Community College
Academic Transfer – AA

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

Nebraska Community College
Annual State Aid Enrollment
Audit Guidelines and Processes

**Nebraska Community College Annual State Aid Enrollment Audit
Guidelines and Processes**

Dr. Pfeil discusses and presents
the proposal

Commissioner Seacrest, representing the Budget, Construction and Financial Aid Committee, asked Dr. Pfeil to present the Nebraska Community College Annual State Aid Enrollment Audit Guidelines and Processes and provide background information. Dr. Pfeil noted that she worked together with Dr. Fimple on the audit guidelines and processes. The Commission is responsible for creating this document that provides data for the formula, and for distributing state aid to the community colleges. The colleges are funded through a formula, part of which requests full-time equivalent students (FTEs) and reimbursable educational units (REUs), which are FTEs multiplied by a weighting factor for certain courses. The Commission set up an advisory committee of the community college chief instructional officers and business officers to help it in reviewing the guidelines. The advisory committee assisted the Commission in designing a document that was approved by the college presidents and will be forwarded to the community colleges outside auditors. Dr. Pfeil would like the state aid enrollment audit to be one document for the auditors and the guidelines and processes to be a

separate document for the colleges. This may be accomplished in the future.

Chair Adam asked for clarification if the “CEO” was the college president, and if so, it should be changed in the document to reflect a consistent term. It was also noted to clarify the section regarding sending the guidelines to the outside auditors. The sentence should state that once the Commission has approved the audit guidelines, the document is sent to the college presidents to forward to their respective auditors.

Nebraska Community College
Annual State Aid Enrollment
Audit Guidelines and Processes
approved

Commissioner Seacrest on behalf of the Budget, Construction, and Financial Aid Committee moved to approve the Nebraska Community College Annual State Aid Enrollment Audit Guidelines and Processes, to include the following changes: using the term president or CEO consistently and clarifying that the Commission-approved guidelines will be sent to the college president to forward to their respective auditors. Commissioner Hunter seconded the motion. A roll call vote was taken, with all Commissioners present voting yes.

EXECUTIVE COMMITTEE

Notice of Proposed Amendment
to the Commission’s Bylaws

Notice of Proposed Amendment to the Commission’s Bylaws

Chair Adam noted that the change to the Commission’s Bylaws will alter the terms of office for Commission officers from January 1 through December 31 to July 1 through June 30 of each year. Dr. Pfeil added when there is a change in the bylaws, notice of the change is read at a Commission meeting and, then voted upon at the next Commission meeting.

Commissioner Zink reads the
notice of amendment

Commissioner Zink read the notice of amendment. “Madam Chair Adam: I give notice that at the next meeting I will move to amend Article II, Section 1 of the Bylaws, by striking out ‘January 1 through December 31 of each year’ and inserting ‘July 1 through June 30 of each year.’ This amendment relates to the terms of office for the chairperson and vice-chairperson. Written notice of the full text of the proposed action has been provided to all Commission members.”

Chair Adam acknowledges that
notice has been given to amend
bylaws

Chair Adam: “Notice has been given that at the next meeting Commissioner Zink will move to amend Article II, Section 1 of the Bylaws, by striking out ‘January 1 through December 31 of each year’ and inserting ‘July 1 through June 30 of each year.’ This amendment relates to the terms of office for the chairperson and vice-chairperson. Written notice of the full text of the proposed action has been provided to all Commission members.”

Commissioner Seacrest
comments on bylaw

Commissioner Seacrest commented that it may be more appropriate for the reading to state “terms of office shall begin July 1 of each year and end June 30 of the following year.” After discussion, Chair Adam added

that notice has been given, and Commissioners will have the opportunity to comment before voting on this item at the March Commission meeting.

Update on SARA

Dr. Pfeil and Dr. Fimple discuss
SARA

Update on SARA (State Authorization Reciprocity Agreement)

Dr. Pfeil reported that the Commissioners will be authorizing CCPE staff to complete the application for the state of Nebraska to join the Midwest Higher Education Compact SARA agreement. Questions have been raised and everyone will be briefed at future meetings on SARA and what to expect.

Dr. Fimple added that four compacts in the United States are going to work with their constituent states on an agreement that establishes comparable standards for interstate offerings of postsecondary distance education courses and programs. SARA is intended to make it easier for students to take online courses offered by postsecondary institutions in another state. Each state will decide if they want to join. In order to join, there is an application to complete. This will be discussed at a work session before the March Commission meeting.

Next Commission Meeting
March 13, 2014

FUTURE MEETINGS

The next Commission meeting will be held at 10:00 a.m. Thursday, March 13, 2014 in the Apothecary Building, 140 North 8th Street, 5th floor, in Lincoln, Nebraska.

Dr. Pfeil comments on work
session before March meeting

COMMENTS

Dr. Pfeil stated that three topics will be on the agenda for a work session before the March Commission meeting: low-producing programs; SARA information; and new executive director qualifications. Cecelia Foxley, a higher education consultant, will meet with the Commissioners before the 10:00 a.m. Commission meeting the morning of March 13.

Meeting adjourned at 11:54 a.m.

ADJOURNMENT

The meeting was adjourned at 11:54 a.m.