West Virginia Council for Community & Technical College Education

AGENDA

June 8, 2017
9:30 am

Members

Clarence Pennington, Chair
Robert Brown, Vice Chair
William Baker
Bruce Berry
Kenneth Boggs
Christina Cameron
Kathy D’Antoni

Tracy Miller
Charles Parker
Steve Roberts
John Sorrenti
Woody Thrasher
Harry Keith White

Sarah Armstrong Tucker, Chancellor
**Directions to the Advanced Technology Center of South Central West Virginia**

1201 Science Park Dr. South Charleston, WV 25303

**Arriving from the EAST on I-64**
(after leaving Charleston)

1. At I-64 exit 55, take Ramp (RIGHT) toward Kanawha Turnpike
2. Stay on Kanawha Turnpike [CR-12]
3. After about 0.5 mile, turn LEFT into the West Virginia Regional Technology Park (3300 Kanawha Turnpike)

**Arriving from the WEST on I-64**
(approaching Charleston):

1. At I-64 exit 54, turn RIGHT onto Ramp towards US-60 / MacCorkle Ave / South Charleston
2. Keep RIGHT to stay on Ramp towards US-60
3. Bear RIGHT (East) onto US-60 [MacCorkle Ave SW], then immediately turn RIGHT (South-East) onto SR-601 [Jefferson Rd]
4. After 0.5 mile, bear left at the traffic light onto Kanawha Turnpike [CR-12]
5. Continue straight (0.1 mile) through the next traffic light on Kanawha Turnpike
6. After about 0.5 mile, turn RIGHT into the West Virginia Regional Technology Park (3300 Kanawha Turnpike)
WEST VIRGINIA COUNCIL FOR COMMUNITY AND TECHNICAL COLLEGE EDUCATION

June 8, 2017
9:30 am

Continental Breakfast available at 8:30 am

Advanced Technology Center, South Central West Virginia
1201 Science Park Drive
South Charleston, WV 25303

Room 131-132

I. Call to Order

II. Oath of Office

III. Election of Officers

IV. Approval of Minutes
   A. *April 20, 2017, Meeting Minutes .......................................................... pg 6

V. Academic Affairs
   A. *Reciprocity Agreement between West Virginia and Ohio ............................................pg 11
   B. *Post-audit Follow-up Reports of Occupational Programs ........................................pg 21
   C. Five-year Program Review Cycle ..............................................................................pg 25
   D. WV Business College Follow-up Report

VI. General
   A. CTCS Agency Update

VII. Possible Executive Session Under the Authority of WV Code §6-9A-4 for the Following:
   A. *Presidential Contract and Compensation at New River Community and Technical College
   B. *Presidential Contract and Compensation at West Virginia Northern Community College

* Denotes an item requiring action/approval
VIII. Additional Board Action and Comments

IX. Upcoming Meetings

A. Emergency Meeting
   As soon as the State Budget is finalized, an emergency meeting of the Council will be called to address budget-related items.

B. Next Regularly Scheduled Meeting
   Location: Stonewall Jackson Resort and Conference Center
   Roanoke, WV
   Date: August 17, 2017
   Time: 9:00 a.m.

X. Adjournment
A meeting of the West Virginia Council for Community and Technical College Education was held on April 20, 2017, beginning at 9:30 a.m. at the Advanced Technology Center, South Central West Virginia, in South Charleston, West Virginia. Council members present were: Robert Brown, Christina Cameron, Clarence Pennington, Tracy Miller, Charles Parker, Steve Roberts, John Sorrenti, and Harry Keith White. Joining via conference call was Bill Baker. Council members absent were: Bruce Berry, Kathy D’Antoni and Woody Thrasher. Also in attendance were Chancellor Sarah Tucker, Council staff, community and technical college presidents, faculty, staff, students, and guests.

Call to Order

Chairman Pennington called the meeting to order and noted that a quorum was present.

1. Oath of Office

   Newly appointed members of the West Virginia Council for Community and Technical College Education, Tracy Miller, Charles Parker, and Harry Keith White, were administered the Oath of Office.

2. Advisory Council of Faculty Briefing

   Mike Ditchen, BridgeValley Community and Technical College Representative to the Advisory Council of Faculty, briefed the Council on recent activities and the Advisory Council’s concerns regarding the settlement of the State’s budget.

3. Approval of Minutes

   Mr. Brown moved the adoption of minutes from the January 26, 2017, meeting of the West Virginia Council for Community and Technical College Education.

   Mr. Roberts seconded the motion. Motion carried.

Academic Affairs

4. Compliance Warnings by the Accrediting Council for Independent Colleges and Schools (ACICS) for Mountain State College – Parkersburg and Valley College – Beckley
Corley Dennison, Vice Chancellor for Academic Affairs, briefed the Council on recently received information from the ACICS informing Council staff that both Mountain State College – Parkersburg (MSC) and Valley College – Beckley have been placed on a Campus-Level Compliance Warning. MSC received the warning due to a sub-standard Campus Accountability Report (CAR) specifically citing a 56 percent placement rate and a 56 percent retention rate. Both of the percentages fall below the ACICS minimum standard of 60 percent. Valley College – Beckley campus received its warning for reporting a placement rate of 54 percent, a rate below the ACICS standard of 60 percent.

Both schools must submit an improvement plan to ACICS and are on increased monitoring and reporting requirements.

5. Annual Reauthorization of Two-Year Degree-Granting Institutions

Mr. Parker moved the adoption of the following resolution:

RESOLVED, That the Council for Community and Technical College Education approves the Annual Reauthorization for Blue Ridge Community and Technical College, BridgeValley Community and Technical College, Eastern West Virginia Community and Technical College, Mountwest Community and Technical College, New River Community and Technical College, Pierpont Community and Technical College, Southern West Virginia Community and Technical College, West Virginia Northern Community College, and West Virginia University at Parkersburg; American National University, Huntington Junior College, Laurel Business Institute, Martinsburg College, Mountain State College, Valley College of Technology (Martinsburg), Valley College of Technology (Princeton), Valley College of Technology (Beckley), West Virginia Junior College (Morgantown), and West Virginia Junior College (Charleston/Bridgeport).

Mr. Brown seconded the motion. Motion carried.

Executive Session

Mr. Brown moved that the Council go into Executive Session in accordance with WV Code §6-9A-4 to discuss matters relating to the possible revocation of West Virginia Business College's permit to operate in West Virginia.

Mr. Sorrenti seconded the motion. Motion carried.

Following Executive Session, the Council reconvened in open session and the following action was taken:

6. Review of WV Business College’s Permit to Operate

Mr. Brown moved the adoption of the following resolution:
RESOLVED, That the West Virginia Council for Community and Technical College Education declares intent to withdraw the permit for West Virginia Business College to operate in the state of West Virginia, effective June 30, 2017, as a correspondence, business, occupational or trade school as outlined in Series 35 of the Council’s rules.

Ms. Cameron seconded the motion. Motion carried.

7. Revisions to Procedural Rule, Series 25, Residency Classification for Admission and Fee Purposes

Ms. Cameron moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education approves the proposed revisions to Procedural Rule, Series 25, Residency Classification for Admission and Fee Purposes, for submission to the Secretary of State for a thirty-day public comment period.

FURTHER RESOLVED, That staff is instructed to final file the procedural rule with the Secretary of State at the conclusion of the comment period if no substantive comments are received.

Mr. Parker seconded the motion. Motion carried.

Finance and Facilities

8. Eastern WV Community and Technical College Landscape Master Plan and Parking Lot Project

Mr. Sorrenti moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education approves Eastern West Virginia Community and Technical College’s Landscape Masterplan and Parking Lot Project with a projected budget of $171,500.

Ms. Miller seconded the motion. Motion carried.

9. WV Northern Community College WESCO Building Renovation Project

Mr. Sorrenti moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education approves the schematic design for the Wesco Building Renovation and the project budget of $4.7 million.

Mr. Roberts seconded the motion. Motion carried.
10. **Consolidated Audit Presentation FY 2016**

Mr. Roberts moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education accepts the audit of the Council’s Combined Financial Statements for the Fiscal Year ended June 30, 2016.

Ms. Cameron seconded the motion. Motion carried.

11. **Higher Education Resource Assessment FY 2018**

Mr. Sorrenti moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education approves the Higher Education Resource Assessment (HERA) for Fiscal Year 2018 to the community and technical colleges as shown in Table 1.

Mr. Roberts seconded the motion. Motion carried.

**General**

12. **Technical Program Development Grant Award**

Mr. Roberts moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education approves the Technical Program Development grant award for West Virginia Northern Community College as proposed.

Mr. Parker seconded the motion. Motion carried.

13. **2018 Meeting Schedule of the WV Council for Community and Technical College Education**

Mr. Sorrenti moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education adopts the recommended meeting schedule for calendar year 2018 as presented.

Ms. Miller seconded the motion. Motion carried.

14. **Formation of Officer Nominating Committee of the WV Council for Community and Technical College Education**
Chairman Pennington appointed Mr. Brown as Chairman, Mr. Sorrenti, and Ms. Cameron to serve as members of the Council’s Officer Nominating Committee which will bring forth nominations for Council officers at the June 8, 2017, meeting.

Information

15. Eastern WV Community and Technical College’s Technology Center Energy Assessment Report

Rich Donovan, Senior Director of Facilities, reported that a team from the WVU Industrial Assessment Center conducted an energy assessment at Eastern WV Community and Technical College’s Technology Center Building in Petersburg, WV. The assessment report stated that if all recommended energy saving measures were to be implemented at the cost of $60,298, the institution would realize a savings of $13,315 annually.

16. Legislative and Agency Update

Chancellor Sarah Tucker and General Counsel Bruce Walker updated the Council on Legislative bills that impact the community and technical colleges and the WV Council for Community and Technical College Education.

Adjournment

There being no further business the meeting was adjourned.

Next Meeting

- Special Meeting for Consideration of Proposed Tuition and Fees 2017-2018 (To be determined following state budget approval)

- June 8, 2017
  9:30 a.m.
  Advanced Technology Center – South Central West Virginia
  South Charleston, WV

______________________________________________________________________________

Clarence Pennington, Chairman

______________________________________________________________________________

William Baker, Secretary
ITEM: Reciprocity Agreement between West Virginia and Ohio

INSTITUTIONS: West Virginia Northern Community College and West Virginia University at Parkersburg

RECOMMENDED RESOLUTION: Resolved, That the West Virginia Council for Community and Technical College Education approves the tuition reciprocity agreement between West Virginia and Ohio involving West Virginia University, West Virginia University at Parkersburg, West Virginia Northern Community College, Belmont Technical College, Eastern Gateway Community College, and Washington State Community College until June 30, 2019.

STAFF MEMBER: Keri Ferro

BACKGROUND:

West Virginia Code authorizes the Council to participate in regional and interstate agreements that are mutually beneficial to the citizens of participating states and that provide an opportunity for qualified non-resident students to enroll on a resident tuition and fee charge basis. Consistent with this statutory charge, tuition reciprocity agreements have been maintained with the state of Ohio since 1985. The current agreement merged two separate agreements in 2011 and involves the institutions listed below.

**West Virginia**
- West Virginia University
- West Virginia Northern Community College
- West Virginia University at Parkersburg

**Ohio**
- Belmont Technical College
- Eastern Gateway Community College
- Washington State Community College

The agreement is recommended for approval for a two-year period. This is done at the request of the State of Ohio which has a two-year budget cycle. The renewal basically maintains the current agreement as it is presently written. The only change is the addition of a few programs by West Virginia University at Parkersburg and Washington State Community College. The key provisions to the agreement are summarized below.
1. The Ohio two-year schools agree to accept West Virginia residents from the following twelve counties at in-state rates: Brooke, Hancock, Jackson, Marshall Ohio, Pleasants, Ritchie, Roane, Tyler, Wetzel, Wirt and Wood. There are no programmatic restrictions for West Virginia students attending Belmont or Eastern Gateway. There are program restrictions at Washington State.

2. Ohio residents from seven Ohio counties can attend West Virginia Northern Community College at in-state rates: Belmont, Columbiana, Harrison, Jefferson, Mahoning, Monroe and Trumbull. There are no program restrictions.

3. Ohio residents from any county can attend West Virginia University and West Virginia University at Parkersburg at in-state rates. Access is limited to specific programs.

The list of eligible programs is provided in the agreement for those institutions where there are programmatic restrictions. Enrollment numbers have been requested from the participating institutions and will be provided at the meeting if available.

Since the agreement includes West Virginia University, it will be taken before and approved by the Commission at its June 23, 2017, meeting.
TUITION RECIPROCITY AGREEMENT

Belmont College
Eastern Gateway Community College
Washington State Community College
And
West Virginia Northern Community College
West Virginia University
West Virginia University at Parkersburg

This Tuition Reciprocity Agreement is entered into between the Chancellor of the Ohio Board of Regents, the West Virginia Higher Education Policy Commission, the West Virginia Council for Community and Technical College Education, Belmont College, Eastern Gateway Community College, Washington State Community College, West Virginia Northern Community College, West Virginia University and West Virginia University at Parkersburg pursuant to the provisions of Section 3333.17 of the Ohio Revised Code, Section 18B-4-3 of the West Virginia Code and in compliance with rules and procedures of the aforementioned Parties.

I. Purpose

The general purpose of this Tuition Reciprocity Agreement is to expand postsecondary educational opportunities in the region while limiting the cost of such expansion to the taxpayers of Ohio and West Virginia through collaboration among public institutions of higher education. The intended outcomes of this collaboration are to increase the availability of programs to residents of this region without needless duplication of educational effort and to promote efficient use of existing educational facilities and resources.

II. Terms

1. Duration and Termination

The Agreement shall be effective beginning July 1, 2017 through June 30, 2019 and may be renewed prior to June 30, 2019 by mutual consent of all of the Parties for a period of two years. As the Agreements must coincide with the biennial budgets of the State of Ohio, the next renewal shall be for the term of July 1, 2017 to June 30, 2019.

   a. All parties agree to meet regularly to discuss expansion of the agreement prior to June 30, 2019. Regular meetings for that purpose will be coordinated by the Chancellor of the Ohio Board of Regents, the West Virginia Higher Education Policy Commission, and the West Virginia Council for Community and Technical College Education.

The Agreement may be amended through mutual consent of all Parties, providing the amendment is in writing and signed by all Parties to the Agreement prior to the effective date of the amendment.
a. The Parties may amend the Agreement in the following manner. Amendments must be presented to each of the Parties of this Agreement for their consideration. Each Party of this Agreement will then have sixty (60) days to respond in writing with a decision as to whether they approve/disapprove the proposed amendment to the Agreement. The responses will be sent to all Parties in the Agreement. After sixty (60) days, if all Parties approve of the proposed amendment, the Agreement will be amended. If all Parties do not approve, the Agreement will not be amended.

A review of this Agreement may occur from time to time at the request of any Party hereto, provided all Parties to this Agreement are served with written notice of such request at least ninety (90) days prior to said review.

This Agreement may be terminated by any of the participating institutions, the Chancellor of the Ohio Board of Regents, the West Virginia Higher Education Policy Commission, or West Virginia Council for Community and Technical College Education on June 30 of any year, with at least ninety (90) days prior written notice to each of the Parties to this Agreement.

2. West Virginia Residents’ Eligibility for Ohio Programs

Belmont College, Eastern Gateway Community College and Washington State Community College agree to accept at Ohio resident tuition rates, any resident of Brooke, Hancock, Jackson, Marshall, Ohio, Pleasants, Ritchie, Roane, Tyler, Wetzel, Wirt and Wood counties of West Virginia.

West Virginia residents enrolled under this agreement must satisfy all regular admission requirements (including those requirements of the specific program in which admission is sought) at Belmont College, Eastern Gateway Community College and Washington State Community College in the programs specifically included in this Agreement. In this context, the word “program” may mean a workshop, a certificate program, an associate degree program, a baccalaureate degree program, and/or a graduate degree program.

No programs have been excluded in this Agreement at Belmont College and Eastern Gateway Community College.

Washington State Community College programs eligible under this Agreement:

A.A. – Studio Art
A.A. – Social Services Concentration
A.A.B. - Computer Graphics
A.A.S. - Automotive Service Technology
A.A.S. - Diesel Truck Systems Technology
A.A.S. - Medical Laboratory Technology
A.A.S. - Geosciences Transfer
A.A.S. - Geotechnical Drafting
A.A.S. - Industrial Technology
A.A.S. - Respiratory Therapy Technology
A.A.S. - Radiologic Technology
A.A.S. - Physical Therapist Assistant Technology
A.A.S. - Social Service Technology
A.T.S. - Cyber Security & Investigation
Certificate - Massage Therapy
Certificate - Power Sports

3. Ohio Residents’ Eligibility for West Virginia Programs

West Virginia Northern Community College agrees to accept at West Virginia resident tuition rates, any resident of Belmont, Columbiana, Harrison, Jefferson, Mahoning, Monroe and Trumbull counties of Ohio who enrolls and satisfies all regular admission requirements (including those requirements of the specific program in which admission is sought) at West Virginia Northern Community College in the programs not specifically excluded in this Agreement. In this context, the word “program” may mean a workshop, a certificate program, an associate degree program, a baccalaureate degree program, and/or a graduate degree program.

No programs have been excluded at West Virginia Northern Community College in this Agreement.

West Virginia University and West Virginia University at Parkersburg agree to accept at West Virginia resident tuition rates, any resident of Ohio who enrolls and who satisfies all regular admission requirements (including those requirements of the specific program in which admission is sought) at West Virginia University or West Virginia University at Parkersburg in the programs specifically included in this Agreement. In this context, the word “program” may mean a workshop, a certificate program, an associate degree program, a baccalaureate degree program, and/or a graduate degree program.

West Virginia University baccalaureate degree programs eligible under this Agreement:

**College of Arts and Sciences**
B.A. - Biochemistry
B.A./B.S. - Chemistry
B.A./B.S. - Mathematics
B.A./B.S. - Physics

**College of Creative Arts**
B.A. - Art History
B.A./B.F.A. - Theatre
B.F.A. – Art and Design

**School of Physical Education:**
B.S. – Athletic Coaching Education
B.S.P.Ed. - Athletic Coaching Education Sport and Exercise Psychology

**College of Engineering and Mineral Resources:**
B.S.Min.E. - Mining Engineering
B.S.PNGE. - Petroleum and Natural Gas Engineering
Davis College of Agriculture, Forestry and Consumer Sciences:
B.S.Agr. - Agricultural & Extension Education
B.S./B.S.Agr. - Animal & Nutritional Sciences
B.S. - Human Nutrition & Food
B.S. - Biochemistry
B.S.F. - Forest Resource Management
B.S./B.S.Agr. - Agronomy
B.S./B.S.Agr. - Environmental Protection
B.S./B.S.Agr. - Horticulture
B.S.R. - Recreation, Parks, & Tourism Resources
B.S./B.S.Agr. - Environmental & Natural Resource Economics
B.S./B.S.Agr. - Agribusiness Management & Rural Development
B.S. - Wildlife & Fisheries Resources
B.S. - Wood Science & Technology
B.S. - Design Studies

School of Journalism
B.S.J. - Journalism

West Virginia University at Parkersburg programs eligible under this Agreement:

C.A.S. - Industrial Maintenance
C.A.S./A.A.S. - Child Development
A.A.S. - Computer Science
A.A.S. - Digital Communications
A.A.S. - Drafting (3-D Modeling and Simulation Design)
A.A.S. - Legal Studies
A.A.S. - Multi-Craft Technology
A.A.S. - Surgical Technology
A.A.S. - Technical Studies
B.A. - Elementary Education
B.A. - Multidisciplinary Studies
B.S. - Business Administration
B.S. - Nursing (RN to BSN)
B.A.S. - any concentration
B.A.T. - Bachelor of Applied Technology
Regents Bachelor of Arts

Board of Governors Associate of Applied Science

4. New Program Eligibility

Any new program may be included in this Agreement upon successful completion of the Agreement's amendment process, as listed above. In this context, the word “program” may mean a workshop, a certificate program, an associate degree program, a baccalaureate degree program, and/or a graduate degree program.

5. Resident Status
a. During the period of the Agreement, the Chancellor of the Ohio Board of Regents will consider residents of Brooke, Hancock, Jackson, Marshall, Ohio, Pleasants, Ritchie, Roane, Tyler, Wetzel, Wirt and Wood counties, who attend Belmont College, Eastern Gateway Community College and Washington State Community College as provided in Section 2 of this Agreement, as qualifying for Ohio resident tuition rates, and as Ohio residents for the purpose of allocating funds to Belmont College, Eastern Gateway Community College and Washington State Community College.

b. During the period of this Agreement, the West Virginia Council for Community and Technical College Education will consider residents of Belmont, Columbiana, Harrison, Jefferson, Mahoning, Monroe and Trumbull counties, who attend West Virginia Northern Community College under this Agreement, as qualifying for West Virginia resident tuition rates.

c. During the period of this Agreement, the West Virginia Higher Education Policy Commission, the West Virginia Council for Community and Technical College Education and the participating institutions will consider all residents of Ohio who attend West Virginia University and West Virginia University at Parkersburg under this Agreement as qualifying for West Virginia resident tuition rates.

6. Continued Eligibility

Once enrolled as a reciprocity student, each student demonstrating satisfactory academic performance under already existing standards and criteria of his/her institution, will continue to receive reciprocity benefits under this Agreement through graduation for the degree in which enrolled, as long as a reciprocity agreement exists. Student participation is subject to the terms and conditions of the reciprocity agreement in effect at the time of initial enrollment, and, in the event of termination, each student will be informed by the enrolling institutions of his/her future status. If the Agreement is terminated, participating institutions may agree at that time to continue tuition reciprocity for students appropriately enrolled in eligible programs at the time of termination until the completion of their programs of study, subject to the biennial limitations as described in paragraph II.1.

7. Notice, Application, and Waiver

The availability of resident tuition rates under this agreement shall be advertised to applicants and/or to students of Belmont College, Eastern Gateway Community College, Washington State Community College, West Virginia Northern Community College, West Virginia University and West Virginia University at Parkersburg by any means deemed appropriate by those institutions.

All eligible students who want to receive resident tuition rates under this agreement must apply for such rates at the institution where they plan to enroll. Failure to apply in the manner required by each institution and in advance of enrollment will constitute a waiver of all rights under the terms of this agreement for that quarter or semester of enrollment and any preceding quarter.
or semester of enrollment for which no application was made. Each institution will develop a process for applicants to use in order to apply for resident tuition rates under this agreement.

8. Annual Report

By June 30 of each year, Belmont College, Eastern Gateway Community College, Washington State Community College, West Virginia Northern Community College, West Virginia University and West Virginia University at Parkersburg agree to provide annual reports on the enrollment and fiscal implications of the Agreement to the other respective institutions, the Chancellor of the Ohio Board of Regents, the West Virginia Council for Community and Technical College Education and the West Virginia Higher Education Policy Commission. Specific forms for the annual report may be prescribed by the state agencies.

III. Approval

This Agreement is not effective unless and until approved by the Chancellor of the Ohio Board of Regents pursuant to Section 3333.17 of the Ohio Revised Code, and pursuant to Section 18B-4-3 of the West Virginia Code, the West Virginia Higher Education Policy Commission and the West Virginia Council for Community & Technical College Education.

IV. Counterparts

This Agreement may be executed in counterparts, each counterpart agreement shall be deemed an original and all of which together shall constitute one in the same instrument.
TUITION RECIPROCITY AGREEMENT

SIGNATURE PAGES

STATE AGENCIES

Paul L. Hill, Chancellor
West Virginia Higher Education Policy Commission
Signed:_______________________________________
Date:_________________________________________

Sarah Tucker, Chancellor
West Virginia Council for Community and Technical College Education
Signed:_______________________________________
Date:_________________________________________

John Carey, Chancellor
Ohio Board of Regents
Signed:_______________________________________
Date:_________________________________________
Dr. Paul Gasparro, President
Belmont College
Signed: ____________________________
Date: ____________________________

Dr. Jimmie Bruce, President
Eastern Gateway Community College
Signed: ____________________________
Date: ____________________________

Dr. Bradley Ebersole, President
Washington State Community College
Signed: ____________________________
Date: ____________________________

Dr. Vicki Riley, President
West Virginia Northern Community College
Signed: ____________________________
Date: ____________________________

Dr. Gordon Gee, President
West Virginia University
Signed: ____________________________
Date: ____________________________

Dr. Fletcher Lamkin, President
West Virginia University at Parkersburg
Signed: ____________________________
Date: ____________________________
WV Council for Community and Technical College Education  
Meeting of June 8, 2017

ITEM: Post-audit Follow-up Reports of Occupational Programs

INSTITUTIONS: BridgeValley Community and Technical College, Mountwest Community and Technical College, New River Community and Technical College, and West Virginia University at Parkersburg

RECOMMENDED RESOLUTION: Resolved, That the West Virginia Council for Community and Technical College Education receives follow-up reports for occupational programs at BridgeValley Community and Technical College, Mountwest Community and Technical College, and West Virginia University at Parkersburg and recommends that the programs be subject to the recommended actions as noted.

STAFF MEMBER: Mark Stotler

BACKGROUND:

Series 11 of the Council for Community and Technical College Education rules, Degree Designation, General Education Requirements, New Program Approval, and Discontinuance of Existing Programs, includes the following provisions:

- New occupational programs at community and technical colleges may be implemented without approval by the Council.
- Three years after the date of implementation of the occupational program, the Council will conduct a post-audit review of the program.
- After completion of the post-audit review, should there be a recommendation for discontinuance of the program, the Chancellor shall make such recommendation to the Council for action.

In many cases, the review of post-audit submissions results in a request for additional follow-up information. Seven follow-up reports were submitted for the agenda and the recommendation is that they all be accepted with the exception of one. The Physical Therapy Assistant program at New River Community and Technical College continues to address concerns raised by the program accreditor.

The follow-up reports with accompanying recommendations are summarized on the following pages.
POST-AUDIT FOLLOW-UP REPORTS

BridgeValley Community and Technical College

➢ AAS Information Systems Security Technology

Council request: Address necessity and efforts to enhance viability.

College response: Interest in cyber security is growing in the state and nationally. The growth rate for jobs is above the average growth rate. The program has increased its enrollment since moving to South Charleston. Sixteen students are currently enrolled in the program.

Recommendation: Accept the report.

➢ Early Childhood Education

Council request: Address necessity and efforts to enhance viability.

College response: Enrollment has increased by 48 percent over the past two years. According to the Occupational Outlook Handbook, employment of childcare workers is projected to grow 14 percent from 2012 to 2022. The college has increased visits to child care centers, family facilities, family provider homes, high schools, and other facilities to raise program awareness.

Recommendation: Accept the report.

Mountwest Community and Technical College

➢ CAS/AAS Transportation Technology

Council request: Address the following: 1) identify the number of courses in program and the number needed to effectively support seven concentrations, 2) ability of current faculty to offer a high number of courses, and 3) number of required courses for each concentration and the frequency of offering.

College response: a majority of the courses listed in the original audit were college equivalent credits associated with licensure and certification. There are nine courses associated with the program that are taught by three different faculty members. It is anticipated that the Intelligent Transportation Systems concentration will be terminated due to lack of interest.

Recommendation: Accept the report.

New River Community and Technical College

➢ AAS Physical Therapy Assistant

Council request: Address outcome of accreditation visit.
College response: The visit team noted marked improvement since the last site visit and complimented the curriculum and program hours. Concerns were expressed regarding licensure pass rates, professional development activities related to the clinical instructors, inconsistent wording on college procedures, missing assessment materials, lack of diversity in the program, lack of designated pediatric clinical sites and missing data related to the job outlook. The institution was to provide a response to the accredditor by mid-February. A decision on accreditation is expected at the end of April.

Recommendation: An additional follow-up report regarding a final accreditation decision should be submitted by May 15, 2017 if available.

AAS Administrative Office Technology

Council request: Address institutional plans for sustaining the program financially.

College response: The program is one of four business department programs. Costs for faculty, equipment and technology, and facilities are shared across all programs. The college indicated it would conduct an in-depth financial analysis to determine exact costs of expenditures for the program.

Recommendation: Accept the report.

West Virginia University at Parkersburg

CAS/AAS Legal Studies

Council request: Provide evidence of how computational skills are addressed in curriculum.

College response: The curriculum for both degree levels has been revised to require the completion of Math 120 Quantitative Literacy or a higher level math course.

Recommendation: Accept the report.

CAS Chemical and Polymer Operator Technology

Council request: Provide data on graduate numbers and placement. Provide evidence of advisory committee involvement.

College response: The program has produced 55 graduates with 47 finding job placements. The advisory board is being reformed and was expected to begin regular meetings.
**Recommendation:** Accept report. The college is requested to provide detailed information on advisory committee actions as part of the next scheduled program review summary submission.
WV Council for Community and Technical College Education  
Meeting of June 8, 2017

ITEM: Five-year Program Review Cycle

INSTITUTIONS: All

RECOMMENDED RESOLUTION: Information Item

STAFF MEMBER: Mark Stotler

BACKGROUND:

At the October 20, 2016, Council meeting, the annual program review summary was presented. By statute and policy, all academic programs must be reviewed on a five-year cycle. The agenda item indicated that a review would be undertaken to assess adherence to this requirement. Council staff cross-checked the program inventory with the programs that had been submitted as part of the program review agenda over the past six years. New programs added during that period were exempted.

This process identified 106 programs. Each institution was presented with the list of their programs identified through the process and asked to respond. A summary of the findings is provided below.

- Twenty-six programs were subject to a post-audit during the time period. The post-audit review is very similar to the regular program review process and was deemed to satisfy the regular program review requirements.
- Nine programs were terminated during the period.
- Five programs were included with the review of a similar program.
- The remaining programs are coming up for review in the near future with a high percentage due in the current cycle.

In addition, the institutions were asked to provide Council staff with a copy of their five-year cycle. This will allow staff to ascertain the programs that are due for review each year.