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STATE OF NEW HAMPSHIRE
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Higher Education Commission
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MINUTES OF THE MEETING OF FEBRUARY 11, 2020

A meeting of the Higher Education Commission was held at 3 Barrell Court in Concord at 2:00 p.m. on Tuesday, January 11, 2020, with the following members present:

Michele Perkins, Chair
Donald Birx, Vice Chair
Michael Apfelberg
Sr. Paula Marie Buley
John Curran
Frank Edelblut
Mark Laliberte
Todd Leach
Patricia Lynott
Kevin O'Shea
Mark Rubinstein
Susan Stuebner

The following members were unable to attend:

James Dean
Ross Gittell
Charles Lloyd
Kim Mooney
Melinda Treadwell
Alfred Williams

Chair Perkins called the meeting to order and welcomed Stephen Appleby, new Director of the Division of Educator Support and Higher Education, and introduced new Commissioner Patricia Lynott, President, University College at Southern New Hampshire University, who replaces Paul LeBlanc, President, Southern New Hampshire University, as a representative of a private 4-year college appointed by the Governor and Council on the recommendation by the New Hampshire College and University Council. Lastly, Chair Perkins thanked colleagues for support and concern over an incident at New England College resulting in law enforcement involvement.

A roll call was taken by Director Appleby.

- 1) Mr. Edelblut moved, seconded by Mr. Leach, to accept the minutes of October 8, 2019. The motion passed without dissent, with Mr. Curran and Ms. Stuebner abstaining.
- 2) Mr. Edelblut moved, seconded by Mr. O'Shea, to accept the minutes of the emergency meeting of December 17, 2019. The motion passed without dissent, with Mr. Apfelberg, Mr. Curran, and Mr. Rubinstein abstaining.
- 3) Kimberly Bogle-Jubinvile, Chair, presented the request from the American University of Madaba to continue to operate in New Hampshire and offer all degrees. Team members included Kimberly Bogle-Jubinvile, Senior Vice President & Chief Academic Officer, Southern New Hampshire University, The Honorable David Doherty, NH House of Representatives, Triant Flouris, Provost, Hellenic American University, Professor Lori Ann Stein, Independent Art Historian, and Michael Taberski, Vice President of Student Affairs, New England College. A site visit was held October 27 – 30, 2019 in Amman, Jordan.

It was noted that new students are not being accepted into the following previously approved degree programs:

- Bachelor of Science in Electrical Engineering
- Bachelor of Science in Chemistry
- Bachelor of Science in Physics and Materials Science
- Bachelor of Arts in Arabic Language and Literature

It was a requirement that the University become accredited by the New England Commission of Higher Education by May 10, 2020. They have submitted their Eligibility Report and the New England Commission of Higher Education responded favorably and scheduled a site visit in the spring of 2020.

The site visit went well and with all Commission standards being met, it was recommended the Commission vote to approve the American University of Madaba to operate in the State of New Hampshire and offer the following degrees through December 31, 2023, to align with the New England Commission of Higher Education:

- Bachelor of Science in Civil Engineering
- Bachelor of Science in Mechanical Engineering
- Bachelor of Science in Biology and Biotechnology
- Bachelor of Science in Medical Laboratories
- Bachelor of Science in Nutrition and Dietetics
- Bachelor of Science in Pharmacy
- Bachelor of Science in Computer Science
- Bachelor of Arts in Accounting
- Bachelor of Arts in Business Administration
- Bachelor of Arts in Marketing
- Bachelor of Arts in Risk Management
- Bachelor of Science in Architecture
- Bachelor of Arts in Interior Design
- Bachelor of Arts in Banking and Finance

- Bachelor of Arts in Graphic Design
- Bachelor of Arts in English Language and Literature
- Bachelor of Arts in Translation
- Bachelor of Arts in Design and Visual Communications
- Bachelor of Arts in Human Resources Management
- Bachelor of Science in Data Science & Artificial Intelligence

This approval was with the following requirements:

- Annual updates regarding progress toward the New England Commission of Higher Education accreditation by March 1, 2020. All materials to/from the New England Commission of Higher Education must be forwarded to the Commission. Additionally, the Commission would be invited to attend any site visit(s). Participation as an observer at site visit(s) would be determined upon receipt and review of correspondence.
- Provide annual reports by March 1st of each year on operations in the following areas:
 - Enrollment, Retention & Graduation reports
 - Financial Audits – both internal and external
 - Progress/Updates on:
 - Phase II library initiative updates.
 - Student Government Election results, club and activity reports and progress on the development of the student handbook.
 - Strategic Planning
 - Assessment plans and results.
 - Faculty By-Laws, workload, and establishment of definitions of Academic Freedom.
 - Governance, including curriculum development and approval processes, need to be documented.
 - Progress on facility expansion and technology upgrades.
 - Status of office facility and operating arrangements in New Hampshire.

Mr. Edelblut moved, seconded by Mr. Leach to accept the recommendation. The motion passed without dissent, with Sr. Paula Marie abstaining.

- 5) Anita Pavlidis, Chair, presented the request from Colby-Sawyer College to offer the Associate of Science in Health Science. The site visit was held on January 7, 2020. The proposal encompassed four tracks: a traditional on-ground and online Associate of Science in Health Science with three distinct 1+1 tracks in Medical Assistant, Pharmacy Technician, and Surgical Technician. The visit went well and with all Commission standards being met, it was recommended the Commission vote to approve Colby-Sawyer College to offer the Associate of Science in Health Science through December 31, 2024.

Additionally, Colby-Sawyer College was required to submit annual progress reports beginning December 31, 2021, addressing the following:

- Documentation completion of all program materials.
- Enrollment and graduation data.
- Any substantive curricular or faculty changes.
- Evidence of ongoing sufficient fiscal support.

This approval was with the condition that copies of all correspondence to and from the New England Commission of Higher Education be forwarded to the Commission. Additionally, the Commission would be invited to attend any scheduled visits. Participation as an observer at site visits would be determined upon review and receipt of correspondence. Per Hedc 406.01, in-state institutions under the jurisdiction of the Commission shall file copies of annual or other reports as required by its recognized regional accreditation association(s).

Sr. Paula Marie moved, seconded by Mr. Leach, to accept the recommendation. The motion passed without dissent, with Ms. Stuebner abstaining.

- 6) Joan Glutting, Chair, presented the request from Hellenic American University to offer the Master of Science in Stress and Health Management. Joan Glutting is a Clinical Professor in the Department of Psychology at the University of New Hampshire. This degree will be offered at the main campus in Athens, Greece. With all Commission standards being met, it was recommended the Commission vote to approve Hellenic American University to offer the Master of Science in Stress and Health Promotion through December 31, 2023, with a progress report due December 31, 2021, summarizing any new developments, additional staff, enrollment numbers and general status of the program.

This approval was with the condition that copies of all materials (including annual reports) to/from the New England Commission of Higher Education be forwarded to the Commission. Additionally, the Commission would be invited to attend any site visit(s). Participation as an observer at site visit(s) would be determined upon receipt and review of correspondence.

Mr. Edelblut moved, seconded by Ms. Lynott to accept the recommendation. The motion passed without dissent.

- 7) Chair Perkins recused herself and Richard Gustafson, in the absence of Cathleen Colleran, Chair, presented the request from New England College to offer the RN to BSN. Cathleen Colleran is a Professor at the UNH School of Nursing. The site visit was held on January 31, 2020. With all Commission standards being met, it was recommended the Commission vote to approve New England College to offer the RN to BSN through June 30, 2025, with annual reports beginning on December 31, 2020, addressing the following:
- Approval from the New England Commission of Higher Education to offer the RN to BSN at the Brookhaven campus of Dallas County Community College District in Dallas, Texas.
 - Approval from the State of Texas to offer the RN to BSN.
 - The resume and letter of appointment of the program director and any change in status as the program develops.
 - Documentation of the establishment and operation of a RN to BSN Advisory Board.
 - Resumes of faculty and the course(s) they are approved to teach.
 - Copies of completed course syllabi and syllabi changes.

- Program enrollments and graduates.
- Financial performance

This approval was with the condition that copies of all correspondence to and from the New England Commission of Higher Education, the Commission on Collegiate Nursing Education and the Accreditation Commission for Education in Nursing be forwarded to the Commission. Additionally, the Commission would be invited to attend any scheduled visits. Participation as an observer at site visits would be determined upon review and receipt of correspondence. Per Hedc 406.01, in-state institutions under the jurisdiction of the Commission shall file copies of annual or other reports as required by its recognized regional accreditation association(s).

Mr. Leach moved, seconded by Ms. Lynott, to accept the recommendation. The motion passed without dissent, with Chair Perkins abstaining.

- 8) Richard Gustafson, in the absence of Jeffrey Czarneck, Chair, presented the request from Saint Anselm College to offer the Master of Arts in Criminology and Criminal Justice. Jeffrey Czarneck is the Associate Dean of Criminal Justice at Southern New Hampshire University. The site visit was held on January 8, 2020. With all Commission standards being met, it was recommended the Commission vote to approve Saint Anselm College to offer the Master of Arts in Criminology and Criminal Justice through December 31, 2024.

This approval was with the requirement that annual reports addressing the following matters be filed beginning on December 31, 2021:

- Cohort numbers enrolling and graduating.
- Financial performance against pro-forma projections.
- Demonstration of the completion of a mapping exercise to clarify course outcomes and consistency of expectations for student performance.
- Note any changes to the curriculum or faculty resources, and to any modifications to the thesis requirements to encourage applied research projects.

This approval was also with the condition that copies of all materials (including annual reports) to/from the New England Commission of Higher Education be forwarded to the Commission. Additionally, the Commission would be invited to attend any site visit(s). Participation as an observer at site visit(s) would be determined upon receipt and review of correspondence.

Mr. Edelblut moved, seconded by Mr. Leach, to accept the recommendation. The motion passed without dissent, with Ms. Lynott abstaining.

- 9) Director Appleby presented the request from Southern New Hampshire University to continue to offer the Bachelor of Science in Nursing and the Master of Science in Nursing, which ends June 30, 2020. This approval was contingent upon continued accreditation by the Commission on Collegiate Nursing Education.

The Commission on Collegiate Nursing Education conducted an onsite evaluation of Southern New Hampshire University's nursing programs March 10-13, 2019 and at its meeting in October, awarded a 10-year accreditation with the next onsite evaluation scheduled for spring 2029.

It was recommended the Commission vote to approve Southern New Hampshire University to continue to offer the Bachelor of Science in Nursing and the Master of Science in Nursing without a terminal date.

This approval includes the requirement that all approval letters/reports from the Commission on Collegiate Nursing Education be provided to the Commission. Additionally, the Commission would participate in any scheduled accreditation visit as an observer as determined upon review and receipt of approval letters/reports.

This approval also includes the requirement that all correspondence to and from the New England Commission of Higher Education be provided to the Commission. Additionally, the Commission would participate in any scheduled accreditation visit as an observer as determined upon review and receipt of correspondence and reports.

Ms. Stuebner moved, seconded by Sr. Paula Marie, to accept the recommendation. The motion passed without dissent, with Ms. Lynott abstaining.

- 10) Director Appleby thanked all commissioners for their support, especially to Richard Gustafson, who agreed to remain as a consultant. He then presented highlights of the Director's Report which included:
- a) Attendance on the first day of the New England Commission of Higher Education's Annual Meeting in Boston on December 11, 2019 where he attended an interesting workshop on financial disclosure, financial reporting, and the New England Commission of Higher Education exploring scorecards in Massachusetts. Mr. Edelblut asked for feedback from commissioners on whether the Department of Education should produce a scorecard. Discussion followed with commissioners not seeing a need as data figures can be easily manipulated and the US Department of Education already maintains a College Scorecard and other statistical reports.
 - b) Introductions of Division staff Kim Wilson, Program Assistant, who in Patricia Edes' absence would perform backup duties to the Commission. Laura Stoneking, Administrator of teacher preparation programs, Jeffrey Newman, Administrator of Veterans Education Services and Career School Licensing, and Patricia Moquin, Program Assistant, Closed School Transcripts.
 - c) The departure of Shireen Meskoob, Program Specialist I for the Office of Career School Licensing, who accepted another position within the Department of Education. Katelyn Komisarek will replace her.
 - d) The decline in number of closed school transcript requests from last fiscal year due to a decline in the number of requests from Daniel Webster College.
 - e) An abundance of articles under research and studies from Janet Fiderio.

- f) A list of upcoming bills for the 2020 Legislative Session. Questions can be directed to Director Appleby.

Director Appleby would like to lower administrative boundaries and plans to streamline NH Revised Statutes and the NH Code of Administrative Rules in each area.

- 11) Under Other Business, Sr. Paula Marie moved, seconded by Mr. Curran, to charge Chair Perkins to assign a Nominating Committee to report back at the May 19, 2020 meeting.
- 12) Mr. Curran moved, seconded by Ms. Lynott, to adjourn the meeting at 3:40 p.m.