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MINUTES OF THE MEETING OF JUNE 19, 2018

A regular meeting of the Higher Education Commission was held at 3 Barrell Court, Concord, New Hampshire at 2:00 p.m. on Tuesday, June 19, 2018 with the following members present:

Michele Perkins, Chair  
Donald Birx, Vice Chair  
Steve Appleby  
Sr. Paula Marie Buley (via telephone)  
John Curran  
Steven DiSalvo  
Peter Koch (via telephone)  
Todd Leach  
Charles Lloyd  
David Mahoney  
Mark Rubinstein  
Melinda Treadwell (via telephone)

The following members were unable to attend:

Susan Dunton  
Frank Edelblut  
Ross Gittell  
Mark Huddleston  
Paul LeBlanc  
Kim Mooney

- 1) Chair Perkins called the meeting to order and introduced new Commissioner Charles (Chuck) Lloyd, President, White Mountains Community College, chosen by the Board of Trustees of the Community College System of New Hampshire as one of two presidents from the System.

She announced that the Honorable Nancy Stiles stepped down as a lay member as she is looking to serve on short term projects at our higher education institutions. This leaves two vacancies for the lay public. These vacancies are appointed by the Governor and Council and have no official connection with any college, university, or private postsecondary career school as an employee, trustee, or member on a board of directors.

Also, James (Jim) Dean will replace Mark Huddleston on July 1, 2018 as the President of the University of New Hampshire, serving as an ex-officio member.

- 2) Mr. Mahoney moved, seconded by Mr. Appleby, to accept the minutes of May 8, 2018. The motion passed without dissent.
- 3) At the May 8, 2018 meeting, those who made motions and those who seconded those motions were not discernable on the tape recording and, therefore, a decision was made to state, "It was moved and seconded to..." Commissioners were asked if they were in agreement. It was agreed that the recording would be sufficient. Mr. Mahoney moved, seconded by Mr. Appleby, that in the future those who make a motion and second it, acknowledge their name for the recording. The motion passed without dissent, with Mr. DiSalvo and Mr. Lloyd abstaining.
- 4) Chair Perkins presented the final proposal of the NH Code of Administrative Rules, Hedc 300, Office of Career School Licensing. Mr. Koch moved, seconded by Mr. Mahoney to approve the revisions as written. The motion passed without dissent.
- 5) Vasiliki Mavroudis presented the request from the Hellenic American University to continue to offer degrees. From October 29 to November 1, 2017, Ms. Mavroudis served as the Commission's observer at the New England Association of Schools and Colleges Comprehensive Evaluation in Athens, Greece. The University met Commission standards and it was recommended the Commission approve degree-granting authority to Hellenic American University through December 31, 2018 for the following degrees:

Associate of Science in General Engineering

Bachelor of Arts in English Language and Literature

Bachelor of Music

Bachelor of Science

- Information Technology
- Psychology
- Engineering with major in Electrical Engineering
- Business Administration

Master of Arts

- Applied Linguistics
- Translation
- Conference Interpreting

Master of Science

- Psychology
- Information Technology

Master of Business Administration

Ph.D. in Applied Linguistics

This approval was with the condition that copies of all materials (including annual reports) to/from the New England Association of Schools and Colleges 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.

In addition, the Team recommends that Hellenic American University provide the Commission with complete and timely information should planned operations in New Hampshire become different, or expanded upon, than the co-location cooperative agreement with Nashua Community College.

Mr. Mahoney moved, seconded by Mr. Curran to accept the recommendation. The motion passed without dissent.

- 6) Director Seidel presented the request from Northern Vermont University to assume the Master of Science in Clinical Mental Health Counseling from Southern New Hampshire University. Barbara Andrews, Interim Provost and CEO of Antioch University New England, previously serving as the head of the Clinical Mental Health Counseling program, served as the evaluator. After a careful review of the program and a visit to the campus in Lyndonville, VT, Ms. Andrews recommended the Commission vote to approve Northern Vermont University to assume the Master of Science in Clinical Mental Health Counseling from Southern New Hampshire University with the following requirements:

Over the next three years:

- Update and align program course syllabi with the current Council for the Accreditation of Counseling and Related Educational Programs (CACREP) standards. The existing syllabi aligned well with the 2009 CACREP standards, and needs to be updated to accurately reflect and align with the 2016 approved CACREP standards.
  - Begin to align program faculty with core faculty standards set by CACREP. Even if this accreditation is not sought, most state clinical mental health licensing boards do look for alignment of counselor educational programs with the CACREP standards.
  - Submit annual program updates to the Division of Higher Education, Higher Education Commission. These updates are to include
    - Status of above recommendations
    - Program and/or curricular changes
    - Current enrollment statistics
    - Faculty changes (along with current resumes/vita for faculty)
    - Any institutional leadership changes

This approval is with the condition that all copies of correspondence to and from the New England Association of Schools and Colleges 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.

Notwithstanding the above recommendation, the Higher Education Commission reserves the right to amend the approval or authorization as appropriate.

Mr. DiSalvo moved, seconded by Mr. Leach, to accept the recommendation. The motion passed without dissent.

- 7) Chair Perkins recused herself and Director Seidel presented the request from New England College and the New Hampshire Institute of Art to merge. A special evaluation will be necessary, which will require an Emergency Meeting. Sr. Paula Marie moved, seconded by Mr. Leach, to schedule an Emergency Meeting on Thursday, August 2, 2018 @ 2:00 p.m. at 3 Barrell Court, Concord, NH. The motion passed without dissent, with Chair Perkins abstaining.
- 8) Director Seidel presented highlights of the Director's Report. Major highlights included:
  - (a) The administrator position for the Veterans Education Services and Office of Career School Licensing should be filled this week.
  - (b) Notification from the New England Board of Higher Education that the State of Massachusetts was approved by the National Council for State Authorization Reciprocity Agreements, effective June 7, 2018.
  - (c) The New England Association of Schools and Colleges activity: Colby-Sawyer College's Progress Report due in the fall of 2018; Franklin Pierce University's Comprehensive Evaluation scheduled for November 4-6, 2018; Southern New Hampshire University's Comprehensive Evaluation scheduled for September 23-26, 2018; Thomas More College of Liberal Art's Focused Evaluation scheduled for November 4-6, 2018.
  - (d) Under Closed School Transcripts, credentials are no longer verified via the telephone from third parties and this is contributing to an increase in fees.
  - (e) S.B, 442, Relative to surety indemnification requirements for private postsecondary career schools, was signed by the Governor on 5/30/18, effective 7/29/18.
- 9) Under Other Business, Mr. Appleby inquired about an update on the former Daniel Webster College property. Director Seidel informed commissioners there was no update.

The meeting adjourned at 2:30 p.m.