

**NH Department of Education
Division of Educator Support and Higher Education
Higher Education Commission**

February 14, 2023: Commission Meeting
October 11, 2022 Meeting Minutes



Frank Edelblut
Commissioner

Christine Brennan
Deputy Commissioner

**STATE OF NEW HAMPSHIRE
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Division of Educator Support and Higher Education
Higher Education Commission
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A meeting of the Higher Education Commission was held on Tuesday October 11, 2022, at 2:00 p.m. at 25 Hall Steet, Concord, NH03301, Granite State College Building, Event Center.

The following members present:

Donald Birx, Chair
Sr. Paula Marie Buley, Vice Chair
Frank Edelblut
Cathy Provencher
Joseph Favazza
Mark Rubinstein
Shawn Fitzgerald
Susan Stuebner
Charles Lloyd
Kevin O'Shea
Mark Laliberte

The following members were not present:

James Dean
Michele Perkins
Melinda Treadwell
Alfred Williams
Michael Apfelberg

1. Chair Donald Birx called the meeting to order. A quorum was present.
2. Minutes of the May 10, 2022, Commission Meeting were attached to the agenda and reviewed by members present. Sr. Paula Buley moved, seconded by Joseph Favazza, to approve the meeting minutes. The motion passed without dissent via roll call vote with Mark Rubinstein and Shawn Fitzgerald abstaining.
3. Program Approvals – Richard Gustafson reported on new programs at American University of Madaba and Colby Sawyer College.
 - a. Dr. Kim Bogle Jubinville presented American University of Madaba’s Master of Business Administration in Business Analytics program.
 - A site visit review was done. It went through all appropriate review in Jordan from the Higher Education Ministry and had approval prior to submitting for a review and the site visit with the state.
 - The program was found to be in compliance.
 - The program aligns with the university’s mission and other graduate program.
 - The program is offered to students in Jordan. International institutions previously need approval from a New England state before going through the NECHE process. It is no longer needed, but AUM has a relationship with New Hampshire.

Cathy Provencher moved, seconded by Frank Edelblut, to approve American University of Madaba’s Master of Business Administration in Business Analytics program. The motion was approved without dissent via roll call vote, with Paula Buley abstaining.

- b. Mary Kate Feit presented Colby Sawyer College’s Master of Science and Exercise Science program.
 - The program would be 32 credits, with two tracks: Applied Exercise Science and Strength and Conditioning.
 - The curriculum is aligned with the National Strength and Conditioning Association (NSCA) and the American College of Sports Medicine (ACSM).
 - Fieldwork credit was discussed at the review meeting and Colby Sawyer College staff made changes.
 - The program will have 2 full time faculty members and 5 adjunct faculty members.
 - The program is online. The expected enrollment is a 4 plus 1 model where their students continue after a 4-year degree.
 - The program is tied to the university’s relationship with the Dartmouth Hitchcock Health System. It was developed to fill a need for staff in strength and conditioning positions.
 - The program aligns with other masters’ programs at the university.

Frank Edelblut moved, seconded by Paula Buley, to approve Colby Sawyer’s Master of Science and Exercise program. The motion was approved without dissent via roll call vote, with Susan Stuebner abstaining.

4. Administrative Rules – Hedc 400

Steve Appleby introduced Hedc 400, which are the higher ed administrative rules. The initial proposal was submitted for vote. After voting, it will go to OLS for input. A public hearing will take place in February. A vote will be needed in the spring to approve the final proposal with changes based upon input from OLS and public comment. A final vote to adopt is expected at the May meeting. A memo of substantial changes was provided.

The main changes were discussed.

- International institutions will no longer be approved by Hedc as they can go directly to NECHE. Current institutions will be grandfathered in.
- Wording under review types was cleaned up.

- The rules were aligned with NECHE's standards.

Frank Edelblut moved, seconded by Kevin O'Shea, to approve the initial proposal for Hedc 400. The motion was approved without dissent via roll call vote.

5. Administrative Rules – Hedc 600

Steve Appleby introduced Hedc 600. It was created in response to RSA 188-H, which is the sexual misconduct at institutions of higher education statute that passed. The rules outline survey timelines and deadlines for campus surveys. The official surveys start in 2024.

Mark Rubinstein moved, seconded by Frank Edelblut, to approve the initial proposal for Hedc 600. The motion was approved without dissent via roll call vote.

6. Director Appleby shared highlights from the Director's Report.

- SARA conference was attended in September. DOE is working with SARA to consolidate community college and university renewal dates with the intention of decreasing administrative overhead.
- An ongoing review is being conducted of New England Aeronautical Institute.
- There has been a decline in requests for closed school transcripts. DOE is looking for ways to make the request process more efficient and automated.
- Legislation was passed setting a revenue threshold for career schools for the licensing requirement: \$100,000 per year.
- There is an ongoing discussion with the Veteran's Administration over servicing schools.
- The next 3 meetings will take place at the Granite State College Building Event Center.
- A special meeting will be held in the spring. The commissioner is the only person who must be in person. Other members may call in.
- The statute listing membership for the commission is out of date with the membership of the commission. Steve Appleby will work with NHCUC to update the statute.

7. Michael Apfleberg moved, seconded by Sr. Paula Buley, to adjourn the meeting. The motion passed without dissent.