



Regular Meeting Minutes

May 15, 2018 – 1:00 P.M.-3:00 P.M.
Rio Salado College – Da Vinci Room (6th Floor)

Members

Joel Hauff, University of Arizona, Chair- Arizona Board of Regents (ABOR)	X
Janelle Elias, Rio Salado College- Arizona Community College Coordinating Council (AC4)	X
Patricia Feldman, Arizona State University- Arizona Board of Regents (ABOR)	-
Matthew Gidley, Northern Arizona University- Arizona Board of Regents (ABOR)	X
Michael Amick, Pima Community College- Arizona Community College Coordinating Council (AC4)	X
Teri Stanfill, Arizona State Board for Private Postsecondary Education (AZPPSE)	-
Stacey Hilton, Yavapai College- Arizona Community College Coordinating Council (AC4)	X
Jennifer Lech, Grand Canyon University - Arizona State Board for Private Postsecondary Education (AZPPSE)	X
Paul Mittman, Southwest College of Naturopathic Medicine & Health Sciences- Arizona State Board for Private Postsecondary Education (AZPPSE)	X

Others Present

Lanna Dueck, AZ SARA Council Executive Director	X
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- I. **CALL TO ORDER:** Chairman Hauff called the meeting to order at 1:00 P.M.

- II. **CALL TO THE PUBLIC:** Public input is encouraged. *Presentations must be limited to five minutes. In order to complete the agenda, the Chair may limit the number of speakers at any given meeting. Please be aware, however, that the Council may not discuss, consider or take action at this meeting on any item not appearing on its Agenda.*
 Chairman Hauff opened the call to the Public. No individuals from the public were present at the meeting.

- III. **COUNCIL MEETING MINUTES**

MARCH 13, 2018 MEETING MINUTES: Chairman Hauff introduced the minutes.
Approved as submitted.

Motion to Approve: Dr. Mittman
Second: Dr. Lech
Vote: 6-0-0

IV. INSTITUTIONAL RENEWALS

- A. BRYAN UNIVERSITY:** Mr. Eric Evans, President of Bryan University, provided an update on the institution's successful transition from ACICS to ACCSC accreditation and indicated the institution's long-term plan of moving to HLC accreditation. Ms. Hilton inquired as to the reasoning behind moving to HLC and Mr. Evans indicated the institution's desire to increase ease of transferability for its students. Dr. Mittman asked if the institution's California operations would be covered under HLC and subsequently SARA. Mr. Evans explained that the California offerings are non-credit, approved by the California Bureau for Private Postsecondary Education, and will not be covered under the institution's move to HLC or under SARA. Dr. Lech indicated the institution's slightly lower financial composite score to which Mr. Evans attributed to the complications and ramifications of ACICS's loss of recognition as an approved accreditor. The transition process affected the institution's communication with students and its ability to update programs as accreditation moved to ACCSC. Dr. Mittman inquired about the institution's marketing arm and Dixel. Mr. Evans explained that both were developed in-house and function as off-shoots of the institution.

Motion to Approve: Dr. Lech
Second: Ms. Elias
Vote: 6-0-0

- B. COCHISE COLLEGE:** Ms. Tasneem Ashraf, Virtual Campus Director, provided an update indicating online enrollment is on the rise. Ms. Hilton asked about the institution's efforts with Open Educational Resources (OER) and Ms. Ashraf indicated they are available for both online and face-to-face courses.

Motion to Approve: Ms. Hilton
Second: Mr. Amick
Vote: 6-0-1

- C. HARRISON MIDDLETON UNIVERSITY:** Ms. Lauren Guthrie, Director of Accreditation and Licensure, and Dr. Curd, President, represented the institution. Ms. Guthrie indicated the institution received a 5-year renewal on its accreditation with the Distance Education Accrediting Commission (DEAC). Additionally, the institution changed its status from for-profit to not-for-profit due to its insurance provider, Travelers, indicating it would no longer insure a for-profit institution. HMU is working with Ms. Dueck to ensure it meets SARA financial stability requirements as part of the change of status transition. Dr. Mittman inquired as to the nature of program and curriculum development. Mr. Curd explained the Great Books concept and methodology employed by the institution.

Motion to Approve: Dr. Mittman
Second: Ms. Elias
Vote: 6-0-1

- D. NATIONAL PARALEGAL COLEGE:** Ms. Amy Dubinsky, Director of Compliance, represented the institution. Dr. Lech inquired as to the decrease in the institution's composite score which Ms. Dubinsky attributed to lower enrollments. Mr. Mittman asked about program enrollment distribution. Ms. Dubinsky explained that the bulk of students are enrolled in the Associates program. Of the Masters level offering, the Compliance program has the most enrollments.

Motion to Approve: Mr. Gidley
Second: Mr. Amick
Vote: 6-0-1

- E. PIMA MEDICAL INSTITUTE:** Ms. Cara Sharpe represented the institution, which operates in eight states with online programming coming from its Arizona based Tucson campus. Dr. Lech noted the institution's increase in its financial composite score.

Motion to Approve: Mr. Mittman
Second: Ms. Elias
Vote: 6-0-1

- F. SESSIONS COLLEGE:** Mr. Gordon Drummond, President, and Carole Ann Bailo, Chief Financial Officer, represented the institution. Lech inquired as to the institution's move from New York to Arizona as its home base. Mr. Drummond explained that when the institution moved from offering non-degree to degree programs, it sought out an environment that was amenable to online institutions and Arizona was a good match for the institution. Ms. Hilton noted the institutions high graduation rate of 54% as compared to the national average of 29%. Mr. Drummond indicated the institution's commitment to significant involvement with student retention efforts including risk mitigation focused coaching. Mr. Amick noted the institution's 72 credit hour Associates degree requirement in contrast to the 60 credit hour standard. Mr. Drummond explained that the institution is less focused on transferability to fit into a Bachelor's degree and more focused on workforce readiness. The 72 hour credits provided the needed degree focused content along with the General Education credits required by the institution's accreditor (DEAC). Ms. Elias noted the institution's move to the new Canvas LMS. Ms. Gidley inquired as to the impact of the new LMS on the graduation rate. Mr. Drummond explained that the institution has always maintained an approximate 50% graduation rate.

Motion to Approve: Mr. Amick
Second: Dr. Lech
Vote: 6-0-1

V. NEW APPLICANT

- A. INTERNATIONAL BAPTIST COLLEGE AND SEMINARY:** Mr. Jeff Caupp, Dean of Students, and Dr. Wayne Bley, Chief Academic Officer, represented the institution. Mr. Hauff provided an overview of the institution's initial SARA application at the Council's September 2017 meeting. The institution worked with the Arizona State Board for Private Postsecondary Education (AZPPSE) on a name change for its Master of Education program to Master of Christian Education and subsequently maintained its AZPPSE religious exemption. Mr. Amick inquired as to how the institution demonstrates significant and substantive faculty interaction with its students. Mr. Caupp explained that the majority of the institution's online offerings are synchronous and facilitated via Zoom. Its online students by and large demonstrate better performance than traditional students. Dr. Lech wanted to understand the institution's desire to join SARA when it was religiously exempt from most state authorization requirements. Mr. Caupp indicated the institution's desire to be above board in compliance matters and its future move to the Higher Learning Commission accreditor as compelling reasons for SARA participation.

Motion to Approve: Mr. Amick

Second: Dr. Lech

Vote: 6-0-1

VI. EXECUTIVE DIRECTOR'S REPORT

- A. BUDGET UPDATE:** The budget was presented to the Council in meeting materials. Current total fees accrued is \$522,108. Expenses incurred in FY to date total \$110,531 with a balance of \$411,577. Ms. Dueck noted she met with the Dean over Business Services at Rio Salado College and gained viewing access to the two budgets used for Arizona SARA Council within the Maricopa system. Moving forward, Ms. Dueck will reconcile her documentation with the system accounts.
- B. ARIZONA SARA COUNCIL FEE REDUCTION REVIEW:** A revised version of the March draft fee reduction schedule was submitted to the Council by Ms. Dueck projecting various reduction options. The specific goal was to align with NC SARA's three-tiered system from the Arizona SARA Council's current four-tiered structure, while also providing a fee reduction to all current Arizona SARA participating institutions. Option Four was recommended to the Council. Council discussion led to an Option Five which reduced the third tier of Option Four from \$20,000 to \$18,000 as it was viewed by some Council members that the difference between tier two and tier three of Option Four was too significant (\$6,000 to \$20,000). The Council agreed to continue the discussion virtually, include Council members not present at today's meeting and call for a virtual vote. Ms. Dueck and Mr. Hauff will facilitate this process.

C. STUDENT COMPLAINTS: Ms. Dueck provided the Council members with a summary of complaints received. No new complaints were documented as of the last Council meeting. No complaints constituted review by the Council per NC SARA policy.

D. SAN MEMBERSHIP SHARE WITH THE STATE OF FLORIDA: At the March meeting the Council approved to share the then \$5,000 SAN membership with the Florida SARA portal entity. This membership allowed for 2 coordinators, one for AZ and another for FL. The total cost to AZ SARA would be \$2,500 annually.

On April 19th, SAN published a new fee structure in which SARA Portal Entities may no longer have 2 coordinators per membership. Additionally, the \$5,000 fee was reduced to \$3,000.

Recommendation: To not share the SAN membership with Florida SARA. Continue with the current membership level with the fee reduction of \$3,000.

Motion to Approve: MS. Elias

Second: Dr. Lech

Vote: 6-0-1

E. ARIZONA SARA COUNCIL MEMBER APPOINTMENT UPDATE: Ms. Dueck worked with the corresponding approval bodies to renew Council membership. The following Council Members were renewed for two-year terms with their corresponding approval bodies.

Arizona Board of Regents:

- Patty Feldman
- Joel Hauff

Arizona Community Colleges Coordinating Council

- Michael Amick
- Janelle Elias

F. W-SARA PHYSICAL PRESENCE POLICY WORKTEAM UPDATE: Ms. Dueck provided an update on the physical presence work-team progress. A survey to assess policy impact was distributed to W-SARA participating institutions which produced inconclusive results. The work-team is waiting on an update from John Lopez regarding NC SARA policy language on new policy development.

G. ARIZONA SARA 2018 FORUM UPDATE: Ms. Dueck facilitated a Plus/Delta discussion of the Forum. The Council affirmed the overall success of the event and continuation into next year. Suggestions focused on continued breakout sessions by institutions highlighting best practices, networking opportunities, continuation of a regulatory compliance update and a new approach to SARA level updates with a focus on practical implementation of SARA requirements such as enrollment data reporting.

H. NEXT COUNCIL MEETING:

9.18.18 @ 10:00 A.M. INSTITUTIONS UP FOR RENEWAL

I. ARIZONA CHRISTIAN COLLEGE

- II. BROOKLINE COLLEGE
- III. CENTRAL ARIZONA COLLEGE
- IV. COCONINO COMMUNITY COLLEGE
- V. EASTERN ARIZONA COLLEGE
- VI. PENN FOSTER COLLEGE
- VII. PIMA COMMUNITY COLLEGE
- VIII. SOUTHWEST COLLEGE OF HEALIGH ARTS
- IX. UNIVERSITY OF ADVIANCING TECHNOLOGY
- X. YAVAPAI COLLEGE

VII. ADJOURNMENT: The Meeting of the Arizona SARA Council Adjourned at 3:00 P.M.