



Regular Meeting Minutes

April 29, 2019 – 4:15 P.M.-6:15 P.M.

Rio Salado College – Rio Conference Center, Yellow/Brown Rooms

Members

Joel Hauff, University of Arizona, Chair- Arizona Board of Regents (ABOR)	X
Karol Schmidt, Rio Salado College- Arizona Community College Coordinating Council (AC4)	X
Alison Hahn, Arizona State University- Arizona Board of Regents (ABOR)	X
Norma Patterson, 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)	X
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, Arizona SARA Council Executive Director	X
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- I. **CALL TO ORDER:** Chairman Hauff called the meeting to order at 4:15 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. **NEW COUNCIL MEMBERS:** Ms. Alison Hahn, incoming representative for Arizona State University, and Dr. Norma Patterson, incoming representative for Northern Arizona University, were introduced to the Council. Both are being reviewed by the Arizona Board of Regents (ABOR) and will become full voting members upon final ABOR approval.

IV. COUNCIL MEETING MINUTES

MARCH 4, 2019 MEETING MINUTES: Chairman Hauff introduced the minutes. Approved as submitted.

Motion to Approve: Ms. Stanfill

Second: Dr. Lech

Vote: 7-0-0

V. INSTITUTIONAL RENEWALS

- A. BRYAN UNIVERSITY:** Mr. Eric Evans, President, represented the institution. Ms. Hilton inquired as to the institution's significant increase in student persistence and Mr. Evans noted the institution's effort to address non-cognitive behaviors such as grit and growth-mindset as contributing factors. Mr. Evans also commented on the financial composite score increase due to the current stabilization after the accreditation move to Accrediting Commission of Career Schools and Colleges (ACCSC).

Motion to Approve: Dr. Mittman

Second: Ms. Hilton

Vote: 7-0-0

- B. COCHISE COMMUNITY COLLEGE:** Ms. Karol Dale, Director of Faculty Support and Academic Improvement, represented the institution. Ms. Dale has newly acquired her institution's SARA responsibilities. Mr. Amick asked about the institution's online learning consolidation and Ms. Dale explained that the institution disbanded the Virtual Office and moved online programs/courses responsibilities to each program department.

Motion to Approve: Dr. Mittman

Second: Ms. Hilton

Vote: 7-0-0

- C. HARRISON MIDDLETON UNIVERSITY:** Ms. Lauren Guthrie, Director of Accreditation and Licensure, represented the institution. Ms. Lech inquired about Doctoral student dissertation requirements. Ms. Guthrie explained Doctoral students complete a capstone project in place of a dissertation.

Motion to Approve: Ms. Stanfill

Second: Mr. Amick

Vote: 7-0-0

- D. INTERNATIONAL BAPTIST COLLEGE AND SEMINARY:** Mr. Jeff Caupp, Executive Pastor and General Studies Department Head, represented the institution. Ms. Dueck explained that the institution's current complaint policy does not meet the federal requirement to list the information for filing complaints with a "State approval or licensing entity" and recommended the institution be approved provisionally, for the

duration of one year. During this one year period, the institution will have the opportunity to come into alignment with the federal complaint requirement and be reviewed for compliance prior to the institution's 2020 SARA renewal. Further details on the provisional approval will be included in the institution's Provisional Approval Letter from the Council.

Motion to Provisionally Approve: Mr. Amick

Second: Dr. Schmidt

Vote: 7-0-0

- E. NATIONAL PARALEGAL COLLEGE:** Ms. Amy Dubitsky, Director of Compliance, represented the institution and noted the addition of retention programs at the institution.

Motion to Approve: Ms. Stanfill

Second: Dr. Mittman

Vote: 7-0-0

- F. PIMA MEDICAL INSTITUTE:** Ms. Cara Sharpe, Regulatory Operations Manager, represented the institution and noted that the institution has eighteen campuses in eight states and delivers seven fully online programs. The Arizona SARA Council approval covers distance education as delivered solely from the institution's Tucson, Arizona campus. Approximately 1,400 distance education students, largely distributed among the states where the institution has physical locations, are served from this campus.

Motion to Approve: Ms. Stanfill

Second: Ms. Hilton

Vote: 7-0-0

- G. SESSIONS COLLEGE:** Mr. Gordon Drummond, President, represented the institution. Mr. Hauff commented on the slight decrease in the institution's financial index score which was explained as a result of a decrease in net income due to the investment in a new Student Information System for the institution.

Motion to Approve: Dr. Mittman

Second: Mr. Amick

Vote: 7-0-0

VI. EXECUTIVE DIRECTOR'S REPORT

- A. BUDGET UPDATE:** The budget was presented to the Council in meeting materials. Current total fees accrued this fiscal year are \$146,500. Expenses incurred in current FY to date are \$108,537 with a balance of \$303,793.
- B. STUDENT COMPLAINTS:** Ms. Dueck provided the Council members with a summary of complaints received. Three new complaints were documented as of the last Council meeting. No complaints constituted review by the Council per NC SARA policy.

C. COUNCIL MEMBERS TERM REVIEW: Council member terms were reviewed and each member was provided with their start and renewal dates along with a historical overview of how terms were set. Council members do not have limits although they are reviewed on a two-year cycle with the representative sectors (Arizona Board of Regents, Arizona Community Colleges Coordinating Council and the Arizona State Board for Private Postsecondary Education).

D. NC AND W SARA UPDATES- CHRISTINA SEDNEY & MARIANNE BOEKE:

W-SARA Director, Ms. Christina Sedney, was present at the meeting and indicated her first priorities as the new Director are to create a W-SARA Steering Team governance structure and assist in moving California forward as a SARA state.

NC SARA Associate Director, Ms. Marianne Boeke, was also present at the meeting and provided an update on the NC SARA Presidential search indicating two finalists are moving forward with the anticipation of a selection by mid-May. She also stated that NC SARA is currently focused on becoming more proactive in its role, rather than reactive, and on building stronger relationships with states and accrediting agencies.

E. NASASPS 2019 UPDATE (JACKSONVILLE, FL): Ms. Dueck attended the April 14-17, 2019 NASASPS Annual Conference in Jacksonville, Florida. The meeting highlight was a presentation by U.S. Principal Deputy Under Secretary, Diane Auer Jones, where the Administration's current focus on the triad of higher education oversight was discussed. Other sessions included Institutional Closures, Misrepresentation in Advertising and Other Marketing, Data Reporting and Professional Licensure.

F. ELECTRONIC APPLICATION UPDATE: The Council was provided with review summaries of three different electronic application service providers including a plus/negative analysis and cost comparisons. The Council agreed to move forward with SurveyMonkey Apply (SMA) with a total approved initial investment of up to twelve thousand dollars, seven thousand for initial development and up to an additional five thousand for modifications/additions/improvements. Ms. Dueck will move forward with the purchase via the Maricopa Community Colleges District procurement process and begin work with SMA immediately thereafter.

G. ARIZONA SARA FORUM REVIEW: The Council was provided with draft budget reviews of the Arizona SARA Forum and an overview of participation statistics.

Budget Review:

2018 Forum 5,057.55 \$	67 Registered Participants
2017 Forum 4,240.00 \$	60 Registered Participants

Participation Stats:

	2017	2018	2019	Growth from 2017
# Participating Institutions	22 of 24	25 of 27	26 of 28	18.18% (22 to 26)
Attendance	60 Registered	67 Registered	78 Registered	30% (60-78)

The Council discussed ideas for the next Forum which included Professional Disclosures and Regulatory updates, Making Meaning of Data and Leveraging Technology as future sessions topics.

H. NEXT COUNCIL MEETING:

9.09.2019 @ 10:00 A.M. INSTITUTIONS UP FOR RENEWAL

- I. ARIZONA CHRISTIAN UNIVERSITY
- II. BROOKLINE COLLEGE
- III. ARIZONA CENTRAL COLLEGE
- IV. COCONINO COMMUNITY COLLEGE
- V. EASTERN ARIZONA COLLEGE
- VI. PENN FOSTER COLLEGE
- VII. PHOENIX SEMINARY
- VIII. PIMA COMMUNITY COLLEGE
- IX. SOUTHWEST INSTITUTE OF HEALING ARTS
- X. UNIVERSITY OF ADVANCING TECHNOLOGY
- XI. YAVAPAI COLLEGE

VII. CHAIR'S REPORT: Chairman Hauff announced Ms. Jennifer Lech, representing the Arizona State Board for Private Postsecondary Education and Grand Canyon University, as incoming Chair and Ms. Stacey Hilton, representing the Community Colleges Coordinating Council and Yavapai College, as incoming Vice-Chair of the Arizona SARA Council. Both positions are effective immediately. Mr. Hauff will continue as Chair until his retirement on December 31, 2019 at which point the positions will move to full Chair and Vice-Chair respectively.

VIII. ADJOURNMENT: The meeting of the Arizona SARA Council adjourned at 6:25 P.M.