



AZ SARA
 Council for State Authorization
 Reciprocity Agreement

Regular Meeting Minutes

January 14, 2020 – 10 A.M.-1:00 P.M.
 Rio Salado College – Rio Tower, Room 515

Members

Jennifer Lech- Chair, Grand Canyon University - Arizona State Board for Private Postsecondary Education (AZPPSE)	X
Karol Schmidt, Rio Salado College- Arizona Community College Coordinating Council (AC4)	X
Alison Hahn, Arizona State University- Arizona Board of Regents (ABOR)	X
Laurie Dickson, 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, Vice-Chair- Yavapai College- Arizona Community College Coordinating Council (AC4)	X
Pending Appointment-University of Arizona- Arizona Board of Regents (ABOR)	-
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:** Chairperson Lech called the meeting to order at 10:22 A.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.**
 Chairperson Lech opened the call to the Public. No individuals from the public were present at the meeting.

- III. **WELCOME NEW COUNCIL MEMBER:** 4 Year Public Sector Representative, as appointed by the Arizona Board of Regents, representing Northern Arizona University- Dr. Laurie Dickson, Vice-President over Teaching, Learning Design and Assessment. Dr. Dickson replaces Dr. Norma Patterson.

IV. COUNCIL MEETING MINUTES

SEPTEMBER 9, 2019 MEETING MINUTES: Chairperson Lech introduced the minutes.
Approved as submitted.

Motion to Approve: Ms. Stanfill

Second: Ms. Hilton

Vote: 7-0-0

V. INSTITUTIONAL RENEWALS

- A. UNIVERSITY OF ARIZONA:** Mr. Joel Hauff represented the institution and provided an update on the institution's one hundred plus online program offerings and high graduation rates. Online courses are primarily offered in seven and a half week formats excluding some Engineering coursework.

Motion to Approve: Dr. Mittman

Second: Ms. Stanfill

Vote: 7-0-0

- B. ACACIA UNIVERSITY:** Mr. Tim Moman represented the institution. Dr. Schmidt inquired about until Distance Education Accrediting Commission's (DEAC) accreditation status. Mr. Moman explained that the institution's reaccreditation outcome was deferred DEAC's January 2020 review meeting. Dr. Dickson wanted to know the impact on SARA participation and Ms. Dueck explained that there was no immediate impact as the institution is currently accredited and in good standing. Mr. Moman will provide Ms. Dueck with DEAC's outcome once available and any necessary action will be taken at that time if applicable. Mr. Moman anticipates the institution will be reaccredited for another five years.

Motion to Approve: Mr. Amick

Second: Dr. Dickson

Vote: 7-0-0

- C. ARIZONA STATE UNIVERSITY:** Ms. Alison Hines-Hahn represented the institution and indicated the institution launched sixteen new online programs in Fall 2019 and anticipates fifty more by Fall 2020.

Motion to Approve: Ms. Hilton

Second: Ms. Stanfill

Vote: 6-0-1

- D. GRAND CANYON UNIVERSITY:** Mr. Scott Campbell and Ms. Judith West represented the institution and stated that current enrollment is at approximately one hundred and four thousand students. The institution is focused on continued infrastructure development and innovation in the form of a new Innovation Center to help manage this level of growth.

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

- E. NORTHERN ARIZONA UNIVERSITY:** Dr. Dickson and Becky Butcher represented the institution. With approximately thirty thousand total student enrollments, five to six thousand online and competency based students and one hundred online programs the institution is focused on quality in Distance Education delivery and programming in Workforce Development. Dr. Dickson also provided an update on the ongoing efforts related to the Higher Learning Commission's (HLC) May 2019 Interim Report regarding senior administration and communication with faculty, staff and students indicating the institution continues to be in good standing with HLC and is addressing institutional communication gaps.

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

- F. PRESCOTT COLLEGE:** Mr. Paul Burkhardt and Ms. Jerri Brown represented the institution indicating the institution experienced a 27% enrollment growth. Growth is attributed to an increase in enrollments and Teach Out students received from a partnership with Green Mountain College.

Motion to Approve: Dr. Mittman
Second: Dr. Dickson
Vote: 7-0-0

- G. RIO SALADO COLLEGE:** Dr. Schmidt represented the institution sharing the launch of RioNational which includes targeted marketing, success coaches and a focus on non-licensure programs.

Motion to Approve: Dr. Dickson
Second: Ms. Stanfill
Vote: 6-0-1

- H. SOUTHWEST COLLEGE OF NATUROPATHIC MEDICINE:** Ms. Tammy Aragon represented the institution and provided an update. Ms. Hilton inquired as to which learning management system was used by the institution to which Ms. Aragon replied Canvas.

Motion to Approve: Ms. Stanfill
Second: Ms. Hilton
Vote: 7-0-0

- I. UNIVERSITY OF PHOENIX:** Ms. Vicki Mangiapane represented the institution and indicated the institution is experiencing a period of stabilization with an improvement in

retention and graduation rates. The institution is piloting a competency based MBA and launching new programs in Business, Information Technology and Healthcare.

Motion to Approve: Dr. Schmidt

Second: Ms. Stanfill

Vote: 7-0-0

- VI. RENEWAL POSTPONMENTS:** Sonoran Desert Institute underwent a change in ownership which impacted its Federal Financial Responsibility rating. The institution was moved to the May 2020 review meeting to provide the institution with time to review its options moving forward with SARA participation. The institution will be reviewed at the May 2020 meeting.

VII. NEW APPLICANTS

- A. MOHAVE COMMUNITY COLLEGE:** Mr. Don Weide and Mr. Stephen Eaton represented the institution where 56% of FTSE comes from online course and program offerings. Social Science has the highest coursework enrollment and the institution has one online program in Substance Abuse.

Motion to Approve: Mr. Amick

Second: Ms. Stanfill

Vote: 6-0-1

VIII. 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 \$43,000. Expenses incurred in current FY to date are \$76,893 with a balance of \$387,125.
- B. FY 2020-2021 BUDGET REVIEW:** Ms. Dueck presented the 2020-2021 Fiscal Budget with projected Expenses of \$169,000, \$154,000 in projected Membership Fees and a proposed one-time Member Fee reduction. The intent of the proposed budget is to draw down the balance to approximately \$350,000. The reduction was approved for implementation beginning the September 2020 review cycle. Ms. Dueck will prepare a new budget with the included fee reduction for review at the May 2020 Council meeting.

Motion to Approve: Dr. Mittman

Second: Dr. Dickson

Vote: 7-0-0

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

D. 2020 AZ SARA CONFERENCE PRESENTATIONS:

- I. Higher Learning Commission (HLC): The Arizona SARA Council's presentation on Institutional Disclosure Requirements was accepted by the HCL. AZ SARA is scheduled to present at the 2020 Conference April 18-21. Presenters are Dr. Lech, Dr. Marianne Boeke (NC SARA) and Ms. Dueck.
- II. National Association of State Administrators and Supervisors of Private Schools (NASASPS): The Arizona SARA Council's presentation on Complaint Requirements was also accepted. AZ SARA is to present at the 2020 Conference April 26-29. Presenters are Dr. Lech, Dr. Schmidt, Mr. LaMountain and Ms. Dueck.

E. NC AND W SARA UPDATES:

I. W SARA: Highlights

- W-SARA Steering Committee new bylaws adopted November 2019
- Steering Committee now has a governance structure and clearly defined roles and communication lines with WICHE and NC SARA.
- Ms. Dueck was nominated to serve as the first Steering Team Chair.
- Priorities:
 1. Set a consistent meeting calendar and agenda topics
 2. Set best practices for state portal entities within our region
 3. Possible training for state portal entities (collaboration with NC SARA)
 4. Strengthen relationship with WICHE leadership and WICHE as a whole

- II. NC SARA New Policy Requirement: NC SARA is requiring all member states to create and implement a policy by which institutions applying for initial or renewal participation into SARA may appeal a denial for participation. The policy must be implemented by January 2021. Ms. Dueck provided initial draft language for review. The Council reviewed the language and elected Council Members Dr. Mittman, Dr. Schmidt and Ms. Hines-Hahn, along with Ms. Dueck, to serve as an ad-hoc committee to further develop the draft language and present to the Council for review at the September 2020 Council meeting. Ms. Dueck also requested the appeal process be included in the Online Application Portal as part of the lifecycle of an institution's interactions with AZ SARA. The Council voted to defer approval of development in Apply until the revised draft language is reviewed and approved.

- F. ELECTRONIC APPLICATION REVIEW:** Ms. Dueck provided an update on the new Online Application Portal. The Service Provider is SurveyMonkey Apply. The Council approved an initial development budget of \$12,000 of which \$9,000 has been used. The remaining \$3,000 is allocated for updates and modifications based on the January review cycle. In a Pros/Cons concersation, Dr. Schmidt indicated the President's signature requirement in the Portal could be smoother. Ms. Dueck acknowledged the limitations of the system

in this regard and will continue to communicate to Apply our desire for electronic signature verification ability. Over all the Online Application Portal is a success and will be continued to used and refined.

- G. 2020 AZ SARA FORUM- 5.20.2020:** Ms. Dueck updated the Council on the Forum, which is scheduled for May 20th, 2020. Guest speakers are Dr. Lori Williams, NC SARA President and Dr. Cheryl Dowd, SAN Director. Both have confirmed attendance. The Save the Date went out in October 2019 and Registration will open in March 2020. The agenda and budget for the 2020 Forum was approved as distributed in meeting materials.

H. NEXT COUNCIL MEETING: MAY 2020

- I. Bryan University
- II. Cochise Community College
- III. Harrison Middleton University
- IV. International Baptist College and Seminary
- V. National Paralegal College
- VI. Pima Medical Institute
- VII. Sessions College
- VIII. Sonoran Desert Institute

- IX. RETIREMENT OF COUNCIL MEMBER:** Teri Stanfill, Executive Director for the Arizona State Board for Private Postsecondary Education and AZ SARA Council Member is retiring in March 2020. This is Ms. Stanfill's last meeting as a Council Member. Chairperson Lech thanked Ms. Stanfill for her service as a Council Member and acknowledged her many contributions.

- X. ADJOURNMENT:** The meeting of the Arizona SARA Council adjourned at 12:57 P.M.