



Regular Meeting Minutes

September 15th, 2020 – 10:00 A.M.-1:00 P.M.
Virtual Meeting via Zoom

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
Craig Wilson-University of Arizona- Arizona Board of Regents (ABOR)	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:** Chairperson Lech called the meeting to order at 10:00 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. **NEW COUNCIL MEMBER:** Dr. Craig Wilson, Vice Provost of Online and Distance Education from the University of Arizona, was welcomed to the Council as its newest member representing the 4-year public university sector.

IV. COUNCIL MEETING MINUTES

Chairperson Lech introduced the minutes. Approved as submitted.

MAY 6TH, 2020 REGULAR MEETING MINUTES

Motion to Approve: Dr. Mittman

Second: Mr. Amick

Vote: 8-0-0

MAY 6TH, 2020 EXECUTIVE SESSION MINUTES

Motion to Approve: Ms. Hilton

Second: Dr. Mittman

Vote: 8-0-0

JUNE 23RD, 2020 REGULAR MEETING MINUTES

Motion to Approve: Dr. Mittman

Second: Ms. Hahn-Hines

Vote: 8-0-0

JUNE 23RD, 2020 EXECUTIVE SESSION MINUTES

Motion to Approve: Mr. Amick

Second: Ms. Hilton

Vote: 8-0-0

V. INSTITUTIONAL RENEWALS

- A. AMERICAN INTERCONTINENTAL UNIVERSITY:** Ms. Jill DeAtly, Vice President of Regulatory Operations, represented the institution and provided an overview of American Intercontinental University's system model with the acquisition of Trident University. Both are brand names under the American Intercontinental University System and the institution has secured the appropriate accreditation and USDOE approvals.

Motion to Approve: Mr. LaMountain

Second: Ms. Amick

Vote: 8-0-0

- B. ARIZONA CHRISTIAN UNIVERSITY:** Dr. Edward Clavell, Dean of Academic Affairs, Savannah Endress, Institutional Research Specialist and Jeffrey Phillips, Assistant Professor, represented the institution. Discussion was held regarding the institution's online platform and Higher Learning Commission October 2020 Interim Report.

Motion to Approve: Dr. Mittman

Second: Dr. Dickson

Vote: 8-0-0

- C. BROOKLINE COLLEGE:** Mr. Matthew Egan, Vice-President of Regulatory Affairs, represented the institution. Mr. LaMountain explained the institution's change of ownership to an employee-owned structure. The institution's financial composite score was reviewed according to NC SARA policy.

Motion to Approve: Mr. LaMountain

Second: Dr. Dickson

Vote: 8-0-0

- D. CENTRAL ARIZONA COLLEGE:** Mr. Dustin Maroney, Executive Director of Institutional Effectiveness, and Dr. Mary Kay Gilliland, Vice President of Academic Affairs, represented the institution and provided an overview of the institution's response to COVID-19.

Motion to Approve: Dr. Mittman

Second: Ms. Hilton

Vote: 8-0-0

- E. CUMMINGS GRADUATE INSTITUTE:** Ms. Amanda Harrison, Chief Operating Officer, and Dr. Cara English, Chief Executive Officer, represented the institution. Discussion was held on institution's accreditation, positive impact on enrollment since SARA participation and complaint process updates.

Motion to Approve: Mr. LaMountain

Second: Dr. Dickson

Vote: 8-0-0

- F. COCONINO COMMUNITY COLLEGE:** Dr. Colleen Carscallen, Associate Dean of Learning Services, and Mr. Luke Owens, Librarian and Senior Manager of Learning Services, represented the institution and provided an overview of the institution's restructuring after the departure of Dr. Gonzales and the institution's COVID-19 preparedness.

Motion to Approve: Dr. Dickson

Second: Ms. Hilton

Vote: 8-0-0

- G. EASTERN ARIZONA COLLEGE:** Dr. Janice Lawhorn, Dean, Curriculum & Instruction, and Mr. Greg Watson, Director of the Center for Teaching and Learning, represented the institution. COVID-19 response was eased by the institution's transition to Canvas over the past year and a half.

Motion to Approve: Mr. Amick

Second: Dr. Dickson

Vote: 8-0-0

- H. PENN FOSTER COLLEGE:** Ms. Heather McAllister, General Counsel & Corporate Secretary, Mr. Tom Wishard Vice President and Corporate Controller, and Ms. Rebecca McGovern, Director of Regulatory Compliance, represented the institution. Discussion

was held regarding the institution's newly launched career focused diplomas and updates to the complaint process.

I.

Motion to Approve: Mr. LaMountain

Second: Dr. Dickson

Vote: 8-0-0

- J. PIMA COMMUNITY COLLEGE:** Mr. Michael Amick, Vice President of Distance Education, represented the institution. Discussion was held on the institution's Higher Learning Commission accreditation interim report and COVID-19 response.

Motion to Approve: Dr. Mittman

Second: Mr. Hahn-Hines

Vote: 7-0-1 (Amick)

- K. PHOENIX SEMINARY:** Mr. Joshua Anderson, Assistant Dean for Distance Education, and Ms. Deborah Arnitz, Comptroller, represented the institution. Discussion was held regarding the institution's two accreditations, one from the Higher Learning Commission, and the second from the Association of Theological Schools (ATS), the composite score and updates to the complaint process.

Motion to Approve: Dr. Mittman

Second: Ms. Hahn-Hines

Vote: 8-0-0

- L. SOUTHWEST INSTITUTE OF HEALING ARTS:** Dr. Brad Boute, Dean of Students and Compliance, represented the institution. The institution celebrated its tenth year of providing fully online programs (in addition to its ground-based programming).

Motion to Approve: Mr. LaMountain

Second: Mr. Amick

Vote: 8-0-0

- M. YAVAPAI COLLEGE:** Ms. Stacey Hilton, Dean of Instructional Support, represented the institution and introduced Dr. Diane Ryan, Vice-President of Instruction and Strategic Initiatives. Discussion was held regarding the institution's COVID-19 response.

Motion to Approve: Ms. Hahn-Hines

Second: Mr. Amick

Vote: 7-0-1 (Hilton)

- N. UNIVERSITY OF ADVANCING TECHNOLOGY:** Ms. Brandi Beals, Dean of Students and Academic Operations, and Mr. Jason Pistillo, President, represented the institution.

Discussion was held on institution's recent Higher Learning Commission reaccreditation visit.

Motion to Approve: Mr. LaMountain

Second: Ms. Hilton

Vote: 7-0-1 (Mittman)

VI. NEW APPLICANT

- A. NORTHLAND PIONEER COLLEGE:** Mr. Jeremy Raisor, Director of Enrollment Services, and Dr. Wei Ma, Dean of Instructional Innovation, represented the institution and provided an overview of the institution's interest in joining SARA, it's COVID19 response, and Higher Learning Commission 2021 interim report.

Motion to Approve: Ms. Hilton

Second: Mr. Amick

Vote: 8-0-0

VII. COUNCIL DISCUSSION

- A. COVID-19 IMPACT:** Discussion regarding institutional responses to COVID-19. Many institutions remain in primarily online delivery mode with limited in-person delivery options. Others have adopted hybrid options with social distancing and increased hygiene protocols.
- B. AZ SARA AND NON-SARA INSTITUTIONS:** Discussion on potential impact to Arizona SARA due to the increased demand for distance delivery from out-of-state, non-SARA participating institutions.
- C. OTHER:** Discussion regarding anti-discrimination and how it is being addressed in the distance education community and specifically the lack of online diversity representation.

VIII. EXECUTIVE DIRECTOR'S REPORT

- A. BUDGET UPDATE:** The budget was presented to the Council in meeting materials.
- B. STUDENT COMPLAINTS:** Complaints were presented to the Council in meeting materials. Four new complaints were documented as of the last Council meeting. No complaints constituted review by the Council per NC SARA policy.
- C. NC AND W SARA UPDATES:**
 - I. W SARA: Highlights

1. State Appeal Policy Development: Policy language drafted by the W-RSC, reviewed by WHICHE legal and currently under review by WICHE leadership. Final step will be review and vote by WICHE Commission for adoption.
2. Arizona State SARA Renewal Application: Arizona state's SARA membership renewal will be reviewed at the W-RSC November meeting. Upon approval it will be voted on by the WHICHE Commission. Membership is renewed for two years (2022).
3. NC SARA Board Nomination: Ms. Dueck was nominated by W-SARA/WICHE for NC SARA Board position. Nominees will be reviewed by the NC SARA Board Executive Committee, which will then make recommendations for consideration and a vote by the Board at its October 2020 meeting.
4. SARA and the Maricopa Community Colleges: The Maricopa Community College District is reviewing its system colleges out-of-state distance deliver and subsequent impact on state authorization needs and SARA participation.

II. NC SARA:

1. NC SARA State Portal Meeting- September 15-19: Originally to be held in Dallas, TX from September 16-17, has been moved to a virtual meeting due to COVID19. Arizona SARA Chair, Jennifer Lech, and Executive Director, Lanna Dueck, will be attending. Ms. Dueck is presenting with a panel on NC SARA Provisional Status.
2. NC SARA New Directors: Ms. Dueck provided an overview of NC SARA new hires: Dr. Melanie Booth, Director of Educational Programming and Communications and Dr. Rachel Christeson, Assistant Director for Research and Data Analysis. Also discussed policy changes proposed for NC SARA October Board meeting as provided in meeting materials.

D. ONLINE APPLICATION PORTAL: Ms. Dueck provided an update on budget expenditures and the build out of the AZ SARA Institutional Appeals process within the application portal.

E. APPLICATION DEADLINE ACCOUNTABILITY: Council discussed the implementation of a late fee action for institutions that do not meet AZ SARA Council application deadlines. A sub-team comprised of Dr. Lech, Mr. LaMountain and Ms. Dueck will meet to draft an initial proposal for Council review at the January 2021 meeting.

F. NEXT COUNCIL MEETING: JANUARY 14, 2021

- I. Acacia University
- II. Arizona state university
- III. Grand Canyon University
- IV. Northern Arizona University

- V. Mohave Community College
- VI. Prescott college
- VII. Rio Salado College
- VIII. Sonoran Desert Institute
- IX. Southwest College Of Naturopathic Medicine
- X. University of Arizona
- XI. University of Phoenix

IX. ADJOURNMENT: The meeting of the Arizona SARA Council adjourned at 1:00 P.M.