

TENNESSEE HIGHER EDUCATION COMMISSION

Winter Quarterly Meeting, January 26, 2018

10:00am-2:00pm

WELCOME REMARKS

Chairman Evan Cope called the Winter Quarterly meeting to order at 10:00am.

ADOPTION OF AGENDA

Chairman Cope asked for a motion to adopt the agenda. Mayor Wharton made a motion to approve the agenda and Secretary Hargett seconded it. A voice vote was taken and the motion passed unanimously.

ROLL CALL

Evan Cope-present	Vernon Stafford-present
Dr. Nancy Dishner-present	Jimmy Johnston-present
Secretary Hargett-present	Dakasha Winton-absent
Treasurer Lillard-absent	Jeremy Chisenhall-present
Comptroller Wilson-present	Cara Sulyok-present
Dr. Sara Heyburn-absent	Pam Koban-present
Mintha Roach-present	AC Wharton-present
Frank Watson-present	

There were 12 voting members present, constituting a quorum.

APPROVAL OF MINUTES

Chairman Cope entertained a motion to approve the November 2017 minutes. Mr. Stafford made a motion to amend the November minutes to show that Mr. Wharton asked if Title IX relates to students or both students and staff. Pam Koban seconded the motion to amend. Chairman then made a motion to approve the amended minutes. A voice vote was taken to amend the November minutes and it passed unanimously. Comptroller Wilson made the motion and Tre Hargett seconded it.

Chairman's Report

Chairman Cope thanked Mike Krause and staff for securing the Hearing Room for this meeting and welcomed our new commission member, Cara Sulyok. He reported more Tennesseans are going to college than ever before and THEC is on track to meet the Drive to 55 goals. THEC is reaching more Tennesseans with financial aid while we are simultaneously reducing the debt obligation of those students and all these achievements are due in large part to the staff, TBR, LGIs and the UT system. He reflected on the task ahead of the commission and that THEC must maintain the momentum that we have because Tennessee is leading the nation in so many categories. THEC's role as a commission continues to evolve but our fundamental mission is not unchanged and continues to be our focus of promoting the welfare of Tennessee students: making higher education affordable, making sure we have high quality academic programs for our students, regulating the for-profits institutions, making sure our veterans have the benefits and access to higher education that they deserve, and removing all barriers for Tennesseans to go back to school. Chairman Cope announced that the executive director's position has never been evaluated in a public forum. While Mr. Krause is doing an excellent job, the board will discuss metrics for the executive director to be adopted for his evaluation.

He announced several agenda items that will be discussed at today's meeting and introduced Mike Krause for his report.

EXECUTIVE DIRECTOR'S REPORT

Mr. Krause appreciates all the members that are present today. He spoke about his role as director and seeks a rigorous and public evaluation as he does all staff of THEC and asks you to please review the goals and give feedback to him and Chairman Cope and he looks forward to hearing from the commission towards the end of the year.

Mr. Krause discussed 3 things about removing barriers in higher education:

HBCU Excellence Initiative: We have 7 HBCUs in Tennessee, more than other states. The collective growth in this sector is important to reach our Drive to 55 goals. As an outcome of the TN General Assembly action in 2017 to create the nation's only full-time agency employee focused on the needs of HBCUs, Director Krause welcomed Brittany Mosley as THEC's new Director of HBCU Initiatives. Tennessee is serious about being a partner and resource to HBCUs.

Advise TN initiative: Troy Grant updated the commission on how Advise TN is reaching Tennessee high school students through numerous program services.

Tennessee's Distressed Counties Assistance: Over the next 12 months, THEC will make a concerted effort to focus intervention efforts across Tennessee's 19 distressed counties. All counties will be visited and THEC will include county officials to inform them that THEC has alternatives available and that a targeted focus will be made available to them directly.

He thanked the college presidents that were in attendance, recognized several colleagues and full time staffers on senate, house and budget committees.

Systems' Reports

Tennessee Board of Regents

Chairman Cope recognized Dr. Russ Deaton who presented for the TBR. Dr. Deaton addressed student preparation and their strategy on fixing the problem. TBR is moving away from the pre-requisite remediation strategy and enforcing the new co-requisite model. Results are good and hopefully this will lead to higher graduation rates down the road. Other slides presented the same information for reading. Dr. Deaton also reported on the SAILS program that reaches over 13,000 students with a 97% success rate. Dr. Deaton reported on remarkable numbers for the TN Promise. Chairman Cope, in reference to Dr. Deaton's slide presentation which indicated approximately 20.9% of non-promise students fell into an "other" category, asked for clarification of possible reasons such students might have been deemed ineligible from TN Promise. Dr. Deaton suggested maybe the student was out of state. Director Krause noted that the troubling statistic for students ineligibility continues to be the 38% of non-Promise students who were lost due to lack of FAFSA Verification. Dir. Krause noted that the problem lay largely with the Federal Government and the regulation of FAFSA verification and further noted that despite the problem, Tennessee's colleges and universities have been highly accommodating to students and have taken the lead in helping students to navigate the process.

Dr. Deaton reported that TBR has partnered with the Department of Labor and ECD to roll out the Tennessee Trained Program. Ms. Koban asked what other states are using the Tennessee Trained model and Dr. Deaton answered that he didn't know of any other states.

UT System

Dr. Johnson reported to the commission on the UT System. Reflecting of the 2017 challenges and successes, the year ended with the death of Dr. David Millhorn. With the

passing of Dr. Millhorn, UT has appointed Vice President Stacey Patterson, who is keeping all facets of research going forward and staying strong. In 2017, UT had enrollment increase, tuition decrease, and UT Research achieved a record \$481 million in research and sponsored program expenditures. UT had 98 patents and 166 new invention disclosures, a 20% increase of last year and 100% increase since 2011. Searches on the radar are for new VP Human Resources and Ricky McCurry has retired. Mr. Kerry Witcher will serve as interim VP of Development and Alumni Affairs and UT Foundation president. Feb 28, DiPietro will give his annual State of the University address and will speak about priorities and progress across the system. UT is steadfast in its commitment of addressing the opioid epidemic and combating opioid deaths in Tennessee and are partnering with Blue Cross Blue Shield of TN Health program. UTK announced plans for the new engineering facility and it will serve as home of the 6th ranked nuclear engineering department. UTC and UTM continue their provost search. A team of specialist at UT Institute of Agriculture has been awarded a grant to explore the competitiveness of specialty crops, including hops. UT will look at how other states are utilizing and improving hops production and will provide educational materials to help us better evaluate its production.

LGI Report

Chairman Cope recognized President Rudd who updated the commission on recent successes, new programs and new initiatives across each of the locally governed institutions.

POSTSECONDARY EDUCATION AUTHORIZATION

Chairman Cope recognized Julie Woodruff who noted that the Committee on Postsecondary Education Institutions met on January 11th, and recommend for approval to the commission the reauthorizations for 50 institutions, temporary authorization of 8 new institutions, approval of 8 new or revised programs and optional expedited authorization of 12 institutions.

Ms. Woodruff discussed the temporary authorization for Ross University School of Medicine. Ms. Woodruff explained that because of the hurricane, RU could not continue classes on the island of Dominique and needed classroom space through February 2019. Lincoln Memorial University agreed to lease Ross University space for classes.

Director Krause noted for the record that this situation stemmed from an unprecedented circumstance and further acknowledged the formal memo recognizing the temporary nature of the arrangement and the circumstances surrounding the lease with Lincoln

Memorial University. Dir. Krause further noted that the decision to facilitate the temporary arrangement fits within the statutory allowances and the broader mission of THEC.

In response to a question from Commissioner Koban regarding the time frame for the arrangement, Dr. Bill Owen, Chancellor, Dean and Executive Officer of Ross University School of Medicine, spoke to the commission regarding their temporary needs for classroom space.

Ms. Koban asked if this is only for 1st and 2nd year students, totaling 1200 students. She asked how LMU can absorb and manage the new students. His response was they are leasing space in a LMU vacant 160,000 square foot building that has been built out for them. The RU faculty has moved to Tennessee to teach their students. She asked what LMU will do if Dominique is not ready in 2019. He wished he knew the answer to that but conversations are taking place to have a plan B in place and Caribbean islands are talking with him to perhaps come to their island.

Mr. Stafford asked that the commission receive an interim update at a future date and Mr. Krause asked DPSA staff to prepare an update for presentation at the May Commission meeting.

Chairman Cope opened the floor for discussion. Mr. Wharton made a motion to approve all recommendations and Ms. Koban seconded it. A voice vote was taken and the motion passed unanimously.

MASTER PLANNING

Chairman Cope recognized Patti Miller who presented to the commission an update and revision on master planning. The Tennessee Higher Education Commission Policy Manual outlines the roles and responsibilities of the Commission and its staff in the areas of academic affairs, finance, human resources, legal and regulatory affairs, and general operations. In 2017, legislative actions, including the Focus On College and University Success (FOCUS) Act of 2016, and changes in practice necessitated revisions to the THEC Policy Manual's financial policies. THEC Policy F4.1 for Master Plans was last revised May 11, 2017 in preparation of FOCUS transitions and severance of LGI's for capital project management. The current policy revisions provide processes and guidelines to support continuous planning and flexibility to respond to changing planning environments. The policy was revised to include the following changes: Three types of master plan actions are defined in the policy revisions. A master plan is a comprehensive document that must be

updated and approved every 10 years. A full master plan requires review and approval of THEC prior to the submittal to the State Building Commission. A master plan update is consistent with the objectives and concept of the original master plan, but has the types of substantial changes that require a new master plan book. It is recommended that an update be completed by the original master plan designer. A master plan amendment is limited in scope, and consistent with the objectives of the original plan, such as a property adjacent to the campus or campus acquisition area, traffic study, housing or athletics study, workforce development study, moving a building site, or refining a building program. An amendment to the master plan may be a separate document from the original plan. The Executive Director of THEC is given the authority to approve updates and amendments to master plans that were previously approved by the Commission. In the case of a master plan update, the Executive Director is required to report the action to THEC. The Executive Director may present the update for information purposes at the discretion of the Commission, at the next quarterly meeting. A full master plan, a master plan update, or master plan amendment, are required to be performed in accordance with THEC Master Plan Guidelines. The Guidelines are developed, maintained, and updated by THEC staff.

Mr. Stafford asked Ms. Miller to explain the word change from “facility” to “campus”. Ms. Miller said they felt campus was more directly related to strategic planning and campus was more encompassing and not just to a building, so just a more comprehensive word.

Chairman Cope opened the floor for discussion. A motion to approve was made by Mr. Stafford and seconded by Comptroller Wilson. A voice vote was taken and the motion passed unanimously.

DRIVE TO 55 PROGRESS

Chairman Cope recognized Dr. Emily House who provided an update on Tennessee’s progress toward the Drive to 55. Dr. House revealed the positive trend in degree completions and those early indications are that the state will reach its Drive to 55 goals. Currently, the state is at about 40% attainment. Dr. House reported that Tennessee continues to lead the nation in terms of FAFSA filing rate. Dr. House also shared some research on students who do not file a FAFSA; these students are disproportionately male, non-white, and low-income. Dr. House reported that overall enrollment has been relatively flat in the last few years. More traditional-age students are enrolling, while adults are returning to the workforce due to the state’s strong economy. The trend of decreased adult enrollment will likely change with the implementation of the Community College Reconnect Scholarship in Fall 2018. Dr. House shared that the percentage of community college students requiring remediation has decreased. Much of this progress can be attributed to

the growth of the SAILS program. Dr. House reported that persistence rates are up across all institution types and student borrowing among community college students has declined. Secretary Hargett asked about the dollar amount of the average loan for a community college student, and Dr. House promised to follow up with that information. Dr. House also provided a summary of the state's largest financial aid programs.

Ms. Koban asked about persistence and graduation rates for SAILS students. Mr. Krause responded that the first statewide cohort of SAILS students was in 2013, so THEC will start looking at completion of SAILS students next academic year. Commissioner Koban followed up by asking why SAILS is not available in every high school. Dr. House responded that the primary constraints are funding and access to technology, since the course must be taught in a computer lab.

Mr. Wharton asked whether we know if students are beginning the FAFSA and not completing it. Dr. House responded that THEC can see every Tennessee student who initiates a FAFSA without completing. Mayor Wharton commented that we should consider removing any question on the FAFSA that is not necessary. Emily responded that the FAFSA has nearly 200 questions, and current research indicates that the FAFSA is a barrier to higher education for many students.

Mr. Stafford asked about the biggest opportunities and threats in higher education and what the Commission can focus on to improve student success. Dr. House responded that FAFSA verification is a major hurdle for students, and we need to deploy more resources to help students. She also commented that we could focus more attention on the subgroups that are least likely to file a FAFSA. Mr. Krause said Commissioners can help by having conversations about the FAFSA in their communities. THEC has seen great success by communicating with principals and school leaders about FAFSA filing.

Mr. Johnston asked what types of credentials count toward the Drive to 55 and asked to see the attainment rate broken down by degree type. Dr. House responded that workforce or industry certifications are not included in the attainment goal. Only credentials awarded by a postsecondary institution contribute to the Drive to 55. Currently, certificates account for 5% of the current attainment rate, and associate degrees or higher account for the remaining 35%. Dr. House promised to follow up with breakdown of associate degrees, bachelor's degrees, and graduate degrees.

President Rudd asked if THEC plans to track Tennessee Promise students as they transfer to universities. Mr. Krause responded that Tennessee Promise students are flagged in

THEC's data system. Dr. House assured President Rudd that THEC will be able to track the differential success of Promise students compared to their non-Promise peers.

NEW ACADEMIC PROGRAMS

Chairman Cope recognized Ms. Betty Dandridge Johnson. Ms. Johnson stated that THEC takes the responsibility of approving new programs at the staff level very serious and this process has undergone a very scrutiny review by both the THEC staff and external consultants. Ms. Johnson introduced Dr. Rex Gandy who presented for APSU. Austin Peay State University proposes a Doctor of Education (EdD) in Educational Leadership designed to develop practitioner scholars as administrative leaders who use professional skills and knowledge, evidence-based practices, and related educational literature to address the difficult problems facing education and society. The program is designed for part-time working professionals who hold a current leadership license as well as those who seek beginning leadership licensure. This degree will be APSU's first doctorate. APSU currently offers an Educational Specialist (EdS) which will serve as a feeder program for the proposed EdD.

Ms. Koban asked Dr. Gandy about saturation of a market. Dr. Gandy responded that he has a list of 50 people that want this program. Also, the Montgomery County School System will probably be one of the main employers for this degree, so there is an increasing demand and with the growth in middle Tennessee, APSU still feels like there is a need for APSU to offer this degree.

Dr. Dishner asked if the courses will be taught with face to face, hybrid and on-line classes? Dr. Gandy said it will be initially be blended and will be the cohort model. She asked about the terminal project for the program and will a dissertation be required? Dr. Gandy responded that yes, a dissertation will be required a professor will guide the students and pick the projects.

Chairman Cope asked if tuition would cover the cost of the program. Dr. Gandy explained there will be a little bit of upfront cost, but after a few years, tuition will pretty much cover the costs. Secretary Hargett asked Dr. Gandy if the tuition "pretty much covers the cost", or does it cover the cost. Dr. Gandy replied the tuition will cover the cost.

Chairman Cope opened the floor for discussion. Secretary Hargett made the motion to approve the recommendation and Ms. Koban seconded it. A voice vote was taken and the motion passed unanimously.

ACADEMIC PROGRAM REVIEW

Chairman Cope recognized Victoria Harpool who presented the academic productivity report on 2017 academic programs actions.

The Academic Program Review provides a view of the status of degree programs throughout the state, and includes the three components. **Program Activity:** Depicts new academic programs added to the state inventory in 2017, as well as programs that have been terminated, **Post Approval Monitoring:** Assesses success of newly approved academic programs against projected enrollment and graduation benchmarks, and **Program Productivity Report:** Every 3 years, THEC reviews all mature programs against nationally recognized productivity benchmarks.

Ms. Harpool walked the Commission through how academic programs are approved. She reported that 2017 was a fairly typical year for number of new programs. She discussed the new academic programs, modifications and terminations of programs. She then discussed the trends of the new academic programs, going back to 2013 through this year. Next, Ms. Harpool discussed the newly approved programs that are evaluated through the Post Approval monitoring program (PAM). She shared that Table 5 is a list of the PAM certificate and associate programs which mark which programs met enrollment benchmark and which met graduation benchmarks. Ms. Harpool then discussed the PAM for the Baccalaureate programs on Table 6, the PAM for Master's Programs on Table 7, the PAM Doctoral Programs on Table 8 and the PAM Extended Monitoring Programs on Table 9. Table 10 identifies the program productivity of low producing academic programs in LGI, UT and community Colleges. Appendix A and B identify 2017 Academic Program Activity Report, including low producing academic programs.

Ms. Harpool concluded with three key takeaways for the academic program review: Approval of a program for multiple community colleges is not always effective in establishing productive programs. Setting realistic benchmarks is important in the program proposal process to build healthy programs. The annual net increase in new programs compared to low producing programs necessitates a review of institutional resources and continuous program improvement.

Chairman Cope opened the floor for discussion.

Ms. Roach was impressed with the hard work of the staff, but asked Ms. Harpool what THEC is supposed to do with this information. Ms. Harpool answered the question that THEC is the approval authority however the termination authority lies with the governing boards. Mr. Krause commented that the volume and quality of the report is serving a role beyond just the advisory given that there are now six institutions have new boards that are

looking at this. Mr. Krause further noted that THEC approves programs on the front end but further noted that there are specific programs the Commission has concerns with and has asked General Counselor Scott Sloan to research the commission's role. Mr. Sloan reported THEC has expressed authority to approve or disapprove any new program that is brought before the Commission but THEC is silent on any termination authority. He recommends that THEC include a letter in writing from Chairmen Cope to the respecting chair of the governing institution.

Dr. Rudd encouraged THEC to make all this data available to all the boards. His board is already aware of this data and has been asked to present program reviews and this data in their March meeting. Dr. Johnson added that they provide this information to their board on a regular basis. They hold their campuses to high standards and standards of THEC expectations. This is a big concern to them across the campuses. Secretary Hargett asked Mr. Krause when is the last time a campus/ or how long it had been since a campus asked for that program to not be in existence anymore. Mr. Krause said it happens on an annual basis but THEC has never had a new program proposed and then when it isn't meeting bench marks, the institution come back and say we are not going to move forward. The plan would be to alter the recruitment plan and adjust. Mr. Hargett said that he believes the LGI boards will help with this. He asked that Mr. Sloan and Mike Krause visit with the chairs of the various education committees of the General Assembly. Mr. Krause said they would schedule the meeting.

Mr. Stafford proposed that we need more action and suggested a plan of action if low performance continues.

Ms. Koban agreed with Mr. Stafford and said when she looks at the low percentages, it's an embarrassment. She asked Dr. Johnson what she says to their board about the masters programs and they continue at 16%? She replied that some of these programs might be highly specialized with low enrollment at that level. They have some programs that don't necessarily add to the cost of the program, but are still a concern when year after year there is not a very identifiable reason for decline. Even if they feel it should be a program should be in termination, there is a process to terminate the program and going through that process is a bit complicated.

Dr. Linda Martin reported to the Commission why the certain program asked about was low. She explained that in some cases, students might begin a PHD program but at some point change to the masters program.

Ms. Koban understands that many schools have a reason for low numbers. She asked schools reporting fewer than 50% to 60% provide a report. President Rudd requested that THEC make the issue of low producing programs as a component of the broader conversation regarding costs and cost containment. Ms. Roach suggested that THEC staff and leaders of these institutions work on a proposal to bring back at a future meeting for approval on how to proceed with this situation and how to best address the issue of low producing programs. Dr. Dishner addressed the cost containment and quality of effectiveness of instruction.

Chairman Cope suggested the Commission make a motion and asked Ms. Koban for the motion.

Ms. Koban said higher education institutions should not be about the business of prevailing for our own sake, rather they should be about the business of educating and providing a service for the people of Tennessee. We should not bow to keeping on, keeping on. She acknowledged that some low producing programs may be tied to specific and unique areas of study for some select and critical faculty but further noted that evidently, some of the programs are not that important.

Mr. Wharton stated many years ago, the termination process ended up in the political arena and feels there needs to be a policy. He urges THEC staff to gather all the facts, see what other states are doing. He suggests they need more information and suggests a directive to our staff, to come back with information. He is asking for more information by the next meeting. Mr. Krause agreed more information needs to be given. Lou Hanemann will meet with both chairs to brief him on the report.

Mr. Frank Watson clarified the request to the staff that they develop a methodology, including the development of appropriate metrics to evaluate academic programs and to recommend the modification, continuation, or termination of those programs. After continued discussion, and advice from General Counsel Sloan, Chairman Cope stated that it would be appropriate to recognize Commissioner Watson's comment as a motion under THECs statutory authority to convene the institutions and appropriate staff for the purpose of coordinating higher education. Commissioner Watson indicated that his comments be accepted as a formal motion to the Commission and Mr. Wharton seconded the motion. A voice vote was carried unanimously. No date certain was indicated in the language of the motion.

REVISED BUDGETS, 2017

Chairman Cope recognized Crystal Collins, THEC Director of Fiscal Policy Analysis, who presented on the 2017-18 revised operating budgets for higher education. Ms. Collins spoke about the operating budget development process focusing specifically on the conclusion of the process with the revised operating budgets being presented. She discussed overall revenue and expenditures at the universities, providing historical context over the last decade. Ms. Collins noted that universities continue to direct the majority of total expenditures toward the teaching function. Ms. Collins expanded the discussion on revenue and expenditures at universities, presenting information on changes in tuition revenue and state appropriations in relation to expenses on the core academic function. Mayor Wharton inquired about the proportion of tuition revenue growth that was offset by state investment in financial aid. Ms. Collins stated she would follow-up on Mayor Wharton's inquiry with additional information. Mayor Wharton also asked about Tennessee's state investment compared to other states, specifically, states that border Tennessee. Ms. Collins discussed the recent findings of the 2017 SHEF survey.

Next, Ms. Collins presented information on the revenue and expenditures at the community colleges in 2017-18 and over the last decade. As with the universities, she indicated that community colleges are investing the majority of their expenditures in the teaching function. Lastly, Ms. Collins provided an update on what is driving overall increases in expenditures in higher education. Initial results indicate that personnel is not driving overall expenditure growth, but rather an increase in investments in academic advising and student support services over the last five years. Chairman Cope opened the floor for discussion. Mr. Johnston made a motion that the Commission approve the FY2017-18 October 31 Revised Operating Budgets, authorize the Executive Director to make appropriate technical adjustments if necessary, and transmit the revised operating budgets with the Commission's action and comments to the Department of Finance and Administration for their review and approval. Dr. Dishner seconded the motion. A voice vote was taken. Comptroller Wilson requested that he be shown as abstaining. The motion carried.

MASTER PLAN UPDATES-Austin Peay State University

Chairman Cope recognized Ms. Patti Miller who introduced Dr. Alisa White. Dr. White updated the Commission on the master plan for APSU. The 2017 Austin Peay State University master plan update provides a comprehensive yet flexible plan to guide the facility for the next decade.

Ms. Koban encouraged all commission members to participate in the campus visits. Mr. Johnston thanked Dr. White for the tour and also commented the master plan is much more involved than just the square footage of a building. Mr. Stafford asked about practicality of a Barnes and Nobles bookstore being built and the future of printed books. Dr. White replied that it will have the print shop, school supplies and material, apparel and now will have a coffee bar.

The master plan has been thoroughly reviewed, and THEC staff recommends it for approval. Mayor Wharton made a motion to approve and Mr. Stafford seconded it. A voice vote was taken and the motion passed unanimously.

TENNESSEE RECONNECT

Chairman Cope introduced Jessica Gibson who presented an update to the commission on TN Reconnect program. Ms. Gibson, noting that the application would be available in the coming months, explained how the process will work from initial phone call to enlistment at community college or TCAT. Beginning with the fall 2018 semester, students who meet the following criteria will be eligible for the Tennessee Reconnect grant:

- Complete the FAFSA and be classified as an independent student
- Not already have earned an associate or baccalaureate degree
- Have been a TN resident for at least one year preceding the date of application
- Be admitted to an eligible institution
- Participate in a college success program (advising) through the Tennessee Reconnect Community initiative as determined by THEC

*TRC Grantees must enroll in 6 hours each semester and maintain a 2.0 GPA to remain eligible.

THEC staff has worked extensively internally to meet the programming expectations of the recent legislation and has further met with the Tennessee Board of Regents system and other eligible institutions to support their work focusing on the needs of adult learners through new strategies, initiatives and faculty and staff training. Comprehensively, Ms. Gibson discussed the array of programs under the new Tennessee Reconnect Success Plan and the various services and points of contact with adult learners as they move through the total process. Commissioner Koban asked questions related to some of the obstacles that adult learners face when returning back to school, such as child care. Ms. Gibson noted that institutions and staff are discussing the issue and other similar problems but that no concrete resolutions have been found to be consistent across all institutions.

Chairman Cope adjourned the meeting.

Evan Cope, Chair

Carole Anne Orsborn, Secretary