

**BOARD MEETING AGENDA**

*St. Martin's University*  
*Worthington Conference Center, St. Martin's University*  
*5300 Pacific Avenue SE, Lacey, WA 98503*  
***September 22, 2005***

8:00 **Continental Breakfast and Overview of Meeting Agenda**

*(Worthington Conference Center - no official business will be conducted)*

9:00 **Welcome and Introductions**

- Bob Craves, Board Chair
- Dr. Barbara Gayle, Vice President of Academic Affairs, Saint Martin's University

**Executive Policy Committee Report and Related Action Items**

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Bob Craves, chair

- **Approval of the June 23, 2005 Meeting Minutes**
- **Approval of New Board Committee Structure, Charge and Membership**
- **Approval of the 2006 Board Meeting Calendar**  
*Resolution 05-10*
- **Approval of Board Resolution on Minimum College Admission Standards**  
*Resolution 05-11*

9:25 **Consent Items**

Approval of New Degree Programs

- **CWU, Bachelor of Applied Science in Information Technology and Administrative Management** **2**  
*Resolution 05-12*
- **WSU, Bachelor of Science in Informatics** **3**  
*Resolution 05-13*

9:30 **Report of the Executive Director**

**Implementation of the Master Plan for Higher Education – status report** **4**

Dr. Sulton will provide an update on the implementation of the 2004 Strategic Master Plan.

## Life Sciences Discovery Fund

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In May 2005, Gov. Gregoire received legislative approval for the Life Sciences Discovery Fund, which will be used to help finance research and development of biomedical and other scientific advances in Washington state. A board of trustees will oversee its investments.

Dr. Sulton will provide an overview and description of the project.

## Guaranteed Education Tuition Program

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To encourage Washington families to save for college, the state Legislature authorized the establishment of a prepaid college tuition program known as Guaranteed Education Tuition (GET). The state of Washington assures that one year of college tuition purchased through GET today will be worth one year of college tuition at a later date – regardless of how much tuition has increased over time. GET is self-sustaining and is the fastest growing prepaid college tuition program in the country.

GET Director Betty Lochner will present a brief overview and the latest trend report on GET.

### 10:15 Financial Aid Committee Report

Jesus Hernandez, chair

Mr. Hernandez will report on his committee's recent meeting, which included the following topics: Alternative student loan project, Less-than-halftime State Need Grant pilot projects, Latino student aid study, Foster care initiative, and new GEAR UP grant.

### 10:30 Fiscal Committee Report and Action Item

Mike Worthy, chair

## HECB Agency Request for 2006 Supplemental Budget

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The Office of Financial Management (OFM) has directed state agencies to submit supplemental budget requests for the 2005-07 biennium by October 14, 2005. The Fiscal Committee has reviewed the proposed request agency budget, which includes funds to support a statewide student advising system, a student data warehouse, additional funding for GEAR UP scholarships, increases in administrative costs and technical corrections.

*Resolution 05-14* requests board approval of the agency supplemental budget request.

### 11:00 Education Committee Report and Action Item

Sam Smith, chair

## 2004 Strategic Master Plan Policy Proposal 6: Meeting Regional Higher Education Needs

### Revised Academic Planning - policies and procedures

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In June, staff proposed policies linking approval of new degree programs and facilities to comprehensive regional needs assessments. The proposed guidelines outline the board's oversight of off-campus program growth where sufficient need is demonstrated: from teaching sites, to learning centers, to new colleges or universities. Representatives from the State Board for Community and Technical Colleges and provosts from the public baccalaureate institutions have offered comments on the proposal.

At the September meeting, Dr. Randy Spaulding, associate director for program assessment and approval, will present a revised final draft for board approval.

*Resolution 05-15* requests board approval of the proposed revisions to the HECB policies and procedures for new academic degree program approval and existing program review.

**Needs Assessment**

Dr. Spaulding will present a preliminary report on state and regional needs assessment based on analyses of student, employer and community demand for programs and facilities. Needs assessment is the third and final piece of the board’s three-pronged approach to meeting the state’s regional higher education needs.

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The board will take action on the needs assessment report during its meeting in October.

12:00 The Board will recess for lunch.

*(Worthington Conference Center - no official business will be conducted)*

1:00 **Articulation and Transfer – Update**

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Policy Analyst Andi Smith will provide an update on student transfer initiatives in the state, with recommendations for next steps.

1:30 **Degree-granting Institutions Act – Overview**

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Michael Ball, associate director for degree authorization, will present an overview of the Degree-granting Institutions Act. State law requires that all degree-granting institutions operating in Washington obtain authorization from the board OR are determined by the board to be exempt from the law. Enforcement of the act enables the HECB to protect Washington consumers from substandard, fraudulent and deceptive activities at degree-granting colleges and universities in the state.

**Status Report on Previously Approved Degrees**

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Public baccalaureate institutions seeking approval to offer existing degree programs at new sites or via distance education must submit a Notification of Intent (NOI) to the HECB at least 45 days before the proposed initiation of the program. HECB staff and other public baccalaureate institutions have 30 days to review the proposed program extension. If there is consensus, the HECB Executive Director can approve the proposal.

The following program extensions have been approved since June 21:

- CWU Extension of BA in Mathematics: Teaching Secondary Major to the CWU Lynnwood Center
- EWU Extension of BA in Children’s Studies: Early Childhood Learning Environments to Bellevue Community College

2:00 **Adjournment**

**Public Comment:** A sign-in sheet is provided for public comment on any of the items presented above.  
**Meeting Accommodation:** Persons who require special accommodation for attendance must call the HECB at 360.753.7800 as soon as possible before the meeting.

**HECB 2005 Meeting Calendar**

DATE	TIME	MEETING	LOCATION
October 6, Thurs	10:00 – 2:00 p.m.	Advisory Council Meeting	Highline Community College Des Moines
October 27, Thurs	8:00 – 5:00 p.m.	Board Meeting	Central Washington University Ellensburg
November 17, Thurs	10:00 – 2:00 p.m.	Advisory Council Meeting	Tacoma Community College Tacoma
December 15, Thurs	8:00 – 5:00 p.m.	Board Meeting	University of Washington Tacoma