

WEST VIRGINIA
SECRETARY OF STATE
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ADMINISTRATIVE LAW DIVISION

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OFFICE OF WEST VIRGINIA
SECRETARY OF STATE

NOTICE OF AGENCY APPROVAL OF A PROPOSED RULE
AND
FILING WITH THE LEGISLATIVE OVERSIGHT COMMISSION ON
EDUCATIONAL ACCOUNTABILITY

AGENCY: State College System Board of Directors TITLE NUMBER: 131

RULE AUTHORITY: WV Code 18B-1-1a, 18B-1-1b, 18B-8, 18B-1-8a

AMENDMENT TO AN EXISTING RULE: YES NO

IF YES, SERIES NUMBER OF RULE BEING AMENDED: 16

TITLE OF RULE BEING AMENDED: Higher Education Report Card

IF NO, SERIES NUMBER OF RULE BEING FILED PROPOSED: _____

TITLE OF RULE BEING PROPOSED: _____

THE ABOVE PROPOSED LEGISLATIVE RULE HAVING GONE TO A PUBLIC HEARING OR A
PUBLIC COMMENT PERIOD IS HEREBY APPROVED BY THE PROMULGATING AGENCY FOR
FILING WITH THE SECRETARY OF STATE AND THE LEGISLATIVE OVERSIGHT COMMISSION
ON EDUCATIONAL ACCOUNTABILITY FOR THEIR REVIEW.

Signature

**TITLE 131
LEGISLATIVE RULE
STATE COLLEGE SYSTEM OF WEST VIRGINIA
BOARD OF DIRECTORS
SERIES 16**

TITLE: HIGHER EDUCATION REPORT CARD

This rule was completed in accordance with the direction of Senate Bill 547 to adopt a rule on or before November 1, 1995, which provides "for the collection, analysis and dissemination of data and information on the performance of state institutions of higher education, including health sciences education, in relation to the findings, directives, goals and objectives set forth in West Virginia Code 18B-1-1a and 1b (Higher Education Advocacy Team goals) and in comparison to their peers and the nation."

The rule identifies indicators related to each of the six statewide higher education goals specified in the West Virginia Code. It also provides for flexibility to incorporate additional measures which may become available to the Chancellor and Board of Directors in the future. In this manner, the Higher Education Report Card will become a major vehicle for reporting on progress toward achieving the statewide higher education goals which form a major element of the overall System plan.

**TITLE 131
LEGISLATIVE RULE
STATE COLLEGE SYSTEM OF WEST VIRGINIA
BOARD OF DIRECTORS
SERIES 16**

TITLE: HIGHER EDUCATION REPORT CARD

SECTION 1. GENERAL

- 1.1 Scope - This rule establishes definitions, guidelines and procedures which will direct the development of the database and the comparable information to be included in the annually published Higher Education Report Card.
- 1.2 Authority - West Virginia Code 18B-1-1a, 18B-1-1b, 18B-8, 18B-1-8a
- 1.3 Filing Date -
- 1.4 Effective Date -
- 1.5 Repeal and Replace- This Rule repeals and replaces 131-16 which became effective on April 3, 1992.

SECTION 2. PURPOSE

- 2.1 The primary purposes of this report are to:
- 2.1.1 Provide basic and consistent data and other relevant information to be used in assessing progress of the State College System and its member institutions toward the goals and objectives as stated in 18B-1-1a of the West Virginia Code;
 - 2.1.2 Provide a basis for comparing institutional and system performance with regional and national norms toward accomplishing the goals and objectives as stated in 18B-1-1a of the West Virginia Code;
 - 2.1.3 Provide information to assist the governing board in assessing institutional and system progress toward goals and five-year plans, including resource allocation;
 - 2.1.4 Provide additional information to assist the governing board in

assessing institutional and system progress relative to historical, regional, and national trends;

- 2.1.5 Serve as a source of information available to parents, students, faculty, staff, state policymakers, and the general public on the overall quality and performance of public higher education in West Virginia.

SECTION 3. GUIDELINES

- 3.1 The following will guide the further development of the existing higher education database and the collection of data which will comprise the Higher Education Report Card:
 - 3.1.1 All data reported will be based on uniform and consistent definitions as established by the Central Office of the State College and University Systems (hereinafter referred to as the Central Office).
 - 3.1.2 Institutional requirements for additional recordkeeping and reporting will be minimized.
 - 3.1.3 Data element collection procedures and report timelines will be established by the Central Office. The Central Office shall be responsible for assembling the Higher Education Report Card from information relating to the State College System and its member institutions.
 - 3.1.4 The Higher Education Report Card shall be brief and contain concise, non-technical language, including relevant explanations.
 - 3.1.5 The preparation, printing, and distribution of the Higher Education Report Card will follow a schedule determined by the Central Office so that the final document will be prepared by January 1 of each year, beginning January 1, 1997. The Central Office shall provide technical assistance (as needed) in data collection and reporting.
 - 3.1.6 The Higher Education Report Card shall be prepared using institutional, system, state, regional, and national data as applicable and available indicating performance of the individual institutions and the State College System. It shall be based upon information for the preceding academic school year, or for

the most recent complete school year for which such information is available. Goals and trends for the institutions and the State College System shall also be indicated in relation to previously adopted board goals, especially the Higher Education Advocacy Team (HEAT) goals as stated in 18B-1-la of the West Virginia Code.

- 3.1.7 Integrated Postsecondary Education Data System (IPEDS) and Southern Regional Education Board (SREB) data will serve as primary sources for peer data comparisons. Historical trend data and other relevant data comparisons will be used as appropriate.
- 3.2 The president or administrative head of each public college, university, regional campus, or community and technical college shall be responsible for ensuring that all requested information is submitted annually to the Central Office and shall certify that the information submitted has been reviewed for accuracy.
- 3.3 All detailed background data used in compiling the Higher Education Report Card shall be maintained on file at the Central Office for a reasonable time.

SECTION 4. ELEMENTS OF THE HIGHER EDUCATION REPORT CARD

- 4.1 Goals and Objectives: In the pursuance of the findings of the Higher Education Advocacy Team as outlined in 18B-1-la of the West Virginia Code, the following goals and objectives have been adopted with respect to the investments which are necessary for higher education in West Virginia to contribute fully to the growth, development, and quality of life of the state and its citizens. The Higher Education Report Card will contain information to assess student and institutional performance related to each of these goals. West Virginia trend data and comparative regional and national data will be included as appropriate.
- 4.2 Mission of Higher Education: The Higher Education Report Card shall address the extent to which the public higher education systems and institutions are serving the students and the residents of West Virginia.
 - 4.2.1 The Higher Education Report Card shall contain a profile of each institution, including information such as each institution's mission-related goals, academic programs, assessment programs, and faculty and student scholarship.

- 4.2.2 Background information on West Virginia and other states may be included as appropriate to address the goals and objectives in 18B-1-1a of the West Virginia Code.
- 4.3 Preparation: The Higher Education Report Card shall address the goal that students should be better prepared in high school to meet college standards jointly agreed upon by higher education and the public schools.
 - 4.3.1 Information to be reported shall include relevant and mission-appropriate statistics such as the proportion of students whose high school curriculum included at least the "core" required for college, ratio of acceptances to applicants, proportion of full-time students enrolled, performance of enrolled freshmen on college entrance examinations, and developmental courses.
- 4.4 Access: The Higher Education Report Card shall address the goal that more students should obtain education beyond the high school level that is both of high quality and relevant for our individual and collective economic development.
 - 4.4.1 Information to be reported shall indicate system and institutional progress toward increasing access to higher education in West Virginia through the elimination of geographic, economic, programmatic and other barriers.
 - 4.4.2 Information to be reported shall include relevant and mission-appropriate statistics such as in-state college-going rates by county, number and dollar value of awards by the West Virginia Higher Education Grant Program and other major student aid programs, enrollment of nontraditional students, and the number of off-campus and distance learning courses.
- 4.5 Outcomes Assessment: The Higher Education Report Card shall address the goal that more students should be prepared to practice good citizenship to compete in a global economy in which the good jobs will require an advanced education and level of skill that far surpasses former requirements.
 - 4.5.1 Information to be reported shall include system and institutional performance measures related to student academic outcomes and citizenship activities.
 - 4.5.2 Information to be reported shall include relevant and mission-appropriate statistics such as graduation/completion rate within

the state higher education systems, opportunities for foreign language/cultural education, and performance on licensure examinations and on standardized examinations required for graduate or professional education.

4.6 Economic and Workforce Development: The Higher Education Report Card shall address the goal that resources should be focused on programs and courses which offer the greatest opportunities for students and the greatest opportunity for job creation and retention in the state.

4.6.1 Information to be reported shall profile relevant and mission-appropriate programs and services such as employer-higher education alliances, workforce training and development programs, and employment of graduates.

4.7 Productivity and Efficiency: The Higher Education Report Card shall address the goal that resources should be used to their maximum potential and faculty and technology should be combined in a way that makes West Virginia higher education more productive than similar institutions in other states.

4.7.1 Information to be reported shall include relevant and mission-appropriate statistics and descriptions of progress such as integration of technology into the curriculum, technology-related faculty development activities, access to technology resources, and instructional cost.

4.8 Faculty, Staff and Administration: The Higher Education Report Card shall address the goal that the compensation of faculty, staff and administrators should be established at competitive levels to attract and keep quality personnel at state institutions of higher education.

4.8.1 Information to be reported shall include statistics which are relevant to the recruitment and retention of quality faculty, staff and administrators at higher education institutions such as peer salary comparisons, nonsalary compensation and employee turnover (excluding nonreappointments).

4.9 Additional indicators may be added as deemed necessary and appropriate by the designated research and information systems officer of the Central Office in consultation with the governing board and Chancellor.

SECTION 5. PRESENTATION OF HIGHER EDUCATION REPORT CARD

- 5.1 The Higher Education Report Card shall be presented annually at a regular board meeting of the State College System Board of Directors.
- 5.2 The Higher Education Report Card shall be completed and disseminated with copies to the Legislative Oversight Commission on Education Accountability prior to or by January 1, 1997, and each year thereafter.