

**WEST VIRGINIA**  
**SECRETARY OF STATE**  
**KEN HECHLER**  
**ADMINISTRATIVE LAW DIVISION**

Form #4

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OFFICE OF WEST VIRGINIA  
SECRETARY OF STATE

**NOTICE OF RULE MODIFICATION OF A PROPOSED RULE**

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

CITE AUTHORITY WV Code 18B-1-1a, 18B-1-1b, 18B-1-8, 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 NEW RULE BEING PROPOSED: \_\_\_\_\_

TITLE OF RULE BEING PROPOSED: \_\_\_\_\_

THE ABOVE PROPOSED LEGISLATIVE RULE, FOLLOWING REVIEW BY THE LEGISLATIVE RULE MAKING REVIEW COMMITTEE IS HEREBY MODIFIED AS A RESULT OF REVIEW AND COMMENT BY THE LEGISLATIVE RULE-MAKING REVIEW COMMITTEE. THE ATTACHED MODIFICATIONS ARE FILED WITH THE SECRETARY OF STATE.

**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-1-8, 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 December 1 of each year, beginning December 1, 1996. 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 December 1, 1996, and each year thereafter.

# DEPARTMENT OF EDUCATION AND THE ARTS

## Office of the Secretary

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Gaston Caperton  
Governor

Barbara Harmon-Schamberger  
Cabinet Secretary

January 4, 1996

The Honorable Ken Hechler  
Secretary of State  
State Capitol Building  
Charleston, WV 25305

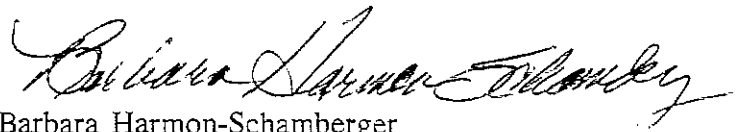
Dear Secretary Hechler,

I hereby grant consent as required pursuant to WV Code §5F-2-2 for the adoption of the following legislative rule of the State College System Board of Directors:

Title 131, Series 16: Higher Education Report Card

A copy of the rule is attached.

Sincerely,



Barbara Harmon-Schamberger  
Secretary

BHS:mc

Attachment

cc: Dr. Clifford Trump  
Dr. John Thralls

