

**WEST VIRGINIA
SECRETARY OF STATE
JOE MANCHIN, III
ADMINISTRATIVE LAW DIVISION**

Form #2

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OFFICE WEST VIRGINIA
SECRETARY OF STATE

NOTICE OF A COMMENT PERIOD ON A PROPOSED RULE

AGENCY: Higher Education Policy Commission TITLE NUMBER: 133

RULE TYPE: Legislative CITE AUTHORITY: §18B-1A-2

AMENDMENT TO AN EXISTING RULE: YES NO

IF YES, SERIES NUMBER OF RULE BEING AMENDED: Series 1

TITLE OF RULE BEING AMENDED: Performance Indicators

IF NO, SERIES NUMBER OF RULE BEING PROPOSED: _____

TITLE OF RULE BEING PROPOSED: _____

IN LIEU OF A PUBLIC HEARING, A COMMENT PERIOD HAS BEEN ESTABLISHED DURING WHICH ANY INTERESTED PERSON MAY SEND COMMENTS CONCERNING THESE PROPOSED RULES. THIS COMMENT PERIOD WILL END ON December 26, 2001 AT 10:00 AM ONLY WRITTEN COMMENTS WILL BE ACCEPTED AND ARE TO BE MAILED TO THE FOLLOWING ADDRESS:

Office of the Chancellor
Higher Education Policy Commission

1018 Kanawha Blvd. East

Charleston, WV 25301

THE ISSUES TO BE HEARD SHALL BE LIMITED TO THIS PROPOSED RULE.

J. Michael Mullen^{as}
Authorized Signature

ATTACH A **BRIEF** SUMMARY OF YOUR PROPOSAL

\$3.60

SUMMARY

**TITLE 133
LEGISLATIVE RULE
HIGHER EDUCATION POLICY COMMISSION**

**SERIES 1
PERFORMANCE INDICATORS**

As required by W. Va. Code §18B-1A-2, the Higher Education Policy Commission is adopting performance indicators that are recommended for use in measuring the degree to which the strategic issues, goals, and objectives (benchmarks) in the institutional compacts and masterplans are being met.

This rule sets forth the (1) performance indicators that are recommended for use in measuring the degree to which the strategic issues, goals, and objectives in institutional compacts and masterplans are being met; (2) uniform definitions for the various data elements to be used in establishing the indicators; and (3) guidelines for the collection and reporting of data.

FISCAL NOTE FOR PROPOSED RULES

Rule Title: Title 133, Series 1, Performance Indicators

Type of Rule: XX Legislative _____ Interpretive _____ Procedural

Agency Higher Education Policy Commission

1. Effect of Proposed Rule	ANNUAL		FISCAL YEAR		
	Increase	Decrease	Current	Next	Thereafter
Estimated Total Cost	\$0	\$0	\$0	\$0	\$0
Personal Services					
Current Expense					
Repairs and Alterations					
Equipment					
Other					

2. Explanation of above estimates

There is no direct financial impact resulting from this Rule.

3. Objectives of these rules

To set forth the (1) performance indicators that are recommended for use in measuring the degree to which the strategic issues, goals, and objectives in institutional compacts and master plans are being met; (2) uniform definitions for the various data elements to be used in establishment of the indicators; and (3) guidelines for the reporting of data as specified in SB 653.

4. Explanation of Overall Economic Impact of Proposed Rule

A. Economic Impact on State Government

The overall economic impact will be to establish an objective measuring tool to gauge the performance of higher education institutions in providing (1) access to higher education; (2) academic outcomes; (3) coordinating higher education delivery systems; (4) and contributions to the economic development of West Virginia as specified in SB 653.

B. Economic Impact on Political Subdivisions; Specific Industries; Specific groups of citizens.

See A above.

C. Economic Impact on Citizens/Public at Large

See A above.

Date: July 2, 2001

J. Michael Mullen
Signature of Agency Head or Authorized Representative

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OFFICE WEST VIRGINIA
SECRETARY OF STATE

TITLE 133

LEGISLATIVE RULE

WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION

SERIES 1
PERFORMANCE INDICATORS

1. General

1.1 **Scope:** The West Virginia Higher Education Policy Commission, (hereinafter referred to as the Commission) consistent with the provisions of W. Va. Code §18B-1A-2, hereby adopts the following performance indicators that are recommended for use in measuring the degree to which the strategic issues, goals, and objectives (benchmarks) in the institutional compacts and masterplans are being met.

1.2 Authority: W. Va. Code §18B-1A-2

1.3 Filing Date:

1.4 Effective Date:

2. Purpose

2.1 It is the purpose of this rule to set forth the performance indicators that are recommended for use in measuring the degree to which the strategic issues, identified in the higher education statewide plan are being met.

3. Performance Indicators

3.1 Use of Performance Indicators

3.1.1 The performance indicators should provide a clear documentation of progress toward the goals established in the statewide plan.

3.2 Performance Indicators for Strategic Issue I: Preparation

3.2.1 **ACT core or revised high school requirements.** The preparation of all recent high school graduates who enroll in public four-year higher education institutions will be measured. Revised admission standards are being considered for implementation with the class of 2005. This measure will be tracked for two-year institutions as well as, keeping in mind that two-year institutions would provide

higher education access to all citizens, especially adults.

3.2.2 Developmental course enrollment. The percentage of recent high school graduates and adults who enroll in developmental math, reading, English or writing in their first fall semester in higher education will be measured.

3.3 Performance Indicators for Strategic Issue II: Participation

3.3.1 Participation rates for recent high school graduates and the adult population will be measured. Their performance in developmental and subsequent degree credit courses will be monitored and reported.

3.3.2 Transfer rates will be measured to track the mobility of students within the West Virginia higher education system.

3.3.3 Student retention and progress will be tracked and measure the retention and progression toward degree objectives for first-time freshmen and all other students.

3.3.4 Non-credit enrollment measures will document the volume and relationship of short courses, certificates, and other forms of non-credit instruction to workforce development and adult literacy.

3.4 Performance Indicators for Strategic Issue III: Affordability

3.4.1 This measure will track institutional compliance and progress in implementing the tuition and fee policy established by the Higher Education Policy Commission.

3.4.2 Net cost to students will measure the cost of education for students and parents after federal, state, and institutional aid has been subtracted.

3.5 Performance Indicators for Strategic Issue IV: Efficiency and Productivity

3.5.1 The cost of instructional programs will measure the cost of instructional offerings and courses. Cost will be measured as the direct instructional cost per credit hour or FTE student.

3.5.2 Facilities inventory, condition, and utilization will be a measurement relative to the amount of space for each major program (instruction, research, public service, and auxiliary enterprises), the quality of the space with regard to deferred maintenance and ability to support educational programs.

3.5.3 Management standards will be used as a measure of minimal administrative performance. These measures will include such things as an unqualified financial audit, no significant management comments in the financial audit, all

bills paid on time, all bills collected on time, effective management of student loan default rates and maintenance of commonly accepted cash reserves for enterprise activity.

3.6 Performance Indicators for Strategic Issue V: Outcomes

3.6.1 Graduation rates will report the number and percent of degree-seeking students who earn a degree within 150 percent of the normal time for degree completion.

3.6.2 Job placement and salary will be the measure of the number and percent of graduates working in the state, by institution graduated from, and the average earnings by occupation and field of employment.

3.6.3 Training completions will measure the number of credit and non-credit postsecondary training and education completions of all in-state high school graduates.

3.6.4 Job creation or improvement will measure the jobs created and individuals attaining employment as the direct result of training, education or research activities of the colleges and universities.

3.6.5 Research products will measure the number and value of patents, royalties, and other economic contributions attributable to research efforts of West Virginia public institutions.

3.6.6 Performance of graduates will monitor the results of degree programs by reporting the scores of graduates on licensure, certification or graduate admission examinations.

3.6.7 Student and employer satisfaction will be measured.

3.6.8 Progress towards separation and independent accreditation of community college components of four-year institutions will be reported.

4. Clarification and Definitions of New Measures

4.1 During calendar year 2002, the Higher Education Policy Commission in cooperation with the institutions, will develop detailed definitions and reporting procedures for data elements not currently attainable.

4.2 The Higher Education Policy Commission will report to LOCEA prior to the 2003 legislative session on the results of the activities in 4.1

5. Guidelines for Collection and Reporting of Data

5.1 When possible, performance indicators for West Virginia institutions shall be generated from the unit record student, registration, course, and personnel files collected by the Commission. When possible, peer institution data should be obtained from IPEDS electronic files maintained by the National Center for Education Statistics (NCES) or from audited financial statements in the case of financial statistics.