

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

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WEST VIRGINIA
SECRETARY OF STATE

Form #6

**NOTICE OF FINAL FILING AND ADOPTION OF A LEGISLATIVE RULE AUTHORIZED
BY THE WEST VIRGINIA LEGISLATURE**

AGENCY: Higher Education Policy Commission TITLE NUMBER: 133

AMENDMENT TO AN EXISTING RULE: YES NO

IF YES, SERIES NUMBER OF RULE BEING AMENDED: _____

TITLE OF RULE BEING AMENDED: _____

IF NO, SERIES NUMBER OF RULE BEING PROPOSED: Series 1

TITLE OF RULE BEING PROPOSED: Performance Indicators


THE ABOVE RULE HAS BEEN AUTHORIZED BY THE WEST VIRGINIA LEGISLATURE.

AUTHORIZATION IS CITED IN (house or senate bill number) SB 533

SECTION 18B-17-4(c), PASSED ON March 9, 2002

THIS RULE IS FILED WITH THE SECRETARY OF STATE. THIS RULE BECOMES EFFECTIVE ON THE

FOLLOWING DATE: April 9, 2002


Authorized Signature

SCANNED



WEST VIRGINIA
H I G H E R
E D U C A T I O N
P O L I C Y
C O M M I S S I O N

John R. Hoblitzell
Chairman

J. Michael Mullen
Chancellor

April 9, 2002

The Honorable Joe Manchin
Secretary of State
State Capitol
Charleston, WV 25305

Dear Secretary Manchin:

On behalf of the Higher Education Policy Commission, I am final filing the following legislative rules:

- Title 133, Series 1: Performance Indicators
- Title 133, Series 3: Higher Education Report Card
- Title 133, Series 6: Higher Education Adult Part-Time Student (HEAPS) Grant Program
- Title 133, Series 7: West Virginia Providing Real Opportunities for Maximizing In-State Student Excellence (PROMISE) Scholarship Program

Sincerely,

A handwritten signature in black ink, appearing to read "J. Michael Mullen", written in a cursive style.

J. Michael Mullen
Chancellor

/jd

TITLE 133

LEGISLATIVE RULE

WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION

SERIES 1
PERFORMANCE INDICATORS

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SECRETARY OF STATE

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: April 9, 2002

1.4 Effective Date: April 9, 2002

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 2007. 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 activities.

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.

3.6.9 In addition to progress toward independent accreditation, progress toward attaining the "essential conditions" for community college status as described in SB 653 will be monitored and 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.