

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

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OFFICE 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 3

TITLE OF RULE BEING PROPOSED: Higher Education Report Card

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(b), 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,


J. Michael Mullen
Chancellor

/jd

TITLE 133

FILED

LEGISLATIVE RULE

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HIGHER EDUCATION POLICY COMMISSION

OFFICE WEST VIRGINIA
SECRETARY OF STATE

SERIES 3

HIGHER EDUCATION REPORT CARD

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. -- W. Va. Code '18B-1-8a., '18B-1-6, '18B-1-8

1.3. Filing Date. -- April 9, 2002

1.4. Effective Date. -- April 9, 2002

1.5. This Rule repeals and replaces 128-16 and 131-16 which became effective on June 9, 1996.

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 Higher Education Policy Commission and its member institutions toward the goals and objectives as stated in W. Va. Code '18B-1-1a;

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 W. Va. Code '18B-1-1a;

2.1.3. Provide information to assist the Commission in assessing institutional and system progress toward statewide and institutional higher education goals;

2.1.4. Provide additional information to assist the Commission 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.

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 Commission.
- 3.1.2. Institutional requirements for additional record keeping and reporting will be minimized.
- 3.1.3. Data element collection procedures and report time lines will be established by the Commission.
- 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 Commission so that the final document will be prepared by January 1 of each year. The Commission 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, and state, regional, and national data as applicable and available indicating performance of the individual institutions and public higher education as a whole. 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 shall also be indicated in relation to higher education goals as stated in W. Va. '18B-1-1a.
- 3.1.7. Integrated Postsecondary Education Data System (IPEDS) 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 Commission 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 Commission for a reasonable time.

4. Health Sciences Indicators.

4.1. In addition to applicable information required by Section 3 of this rule, each health sciences school shall be responsible for ensuring that all requested information is submitted to the Vice Chancellor for Health Sciences.

4.2. For each health sciences school, the Higher Education Report Card shall include historical trend information for medical and dental students, tuition and fees, faculty, specialization of graduates, revenues and expenditures, passage rates on licensing examinations, and in-state retention of graduates.

4.3. The Higher Education Report Card shall indicate for each health sciences school the number and dollar value of loans made through the medical student loan program as well as default rates for the most recent year.

4.4. The Higher Education Report Card shall indicate for each health sciences school the number and dollar value of aid awarded through the Health Sciences Scholarship Program for the most recent year.

4.5. In addition, each health sciences school shall annually:

4.5.1. Report to the Vice Chancellor for Health Sciences all contractual and/or financial agreements with non-profit and for-profit entities receiving monies from the health sciences schools;

4.5.2. Submit to the Vice Chancellor for Health Sciences for review audits of the expenditures of each health sciences school and any audit received from such non-profit and for-profit entities determined by the Commission to have a significant affiliation to the health sciences school; and

4.5.3. Submit to the Vice Chancellor for Health Sciences a report projecting capital projects, operating expenses, and anticipated areas of expansion.

4.6. Information required in Sections 4.1. through 4.4. shall be submitted to the Vice Chancellor for Health Sciences who shall compile the information for inclusion in the Higher Education Report Card.

4.7. In addition to any and all information required in Sections 3 and 4, the following shall occur:

4.7.1. The Vice Chancellor shall review each institution's yearly report required in subsection 4.5.3. of this rule and will prepare an annual, comprehensive review and recommendations for allocation of state or other tax support for health sciences.

4.7.2. The Vice Chancellor shall review each institution's accreditation report. Accreditation reviews are conducted on a schedule set by the appropriate accreditation agency. The Vice Chancellor's review will depend on the institution's accreditation schedule.

4.7.3. The Vice Chancellor shall review each year the role and mission of each medical school and, based on outcome measures developed jointly with each school, submit an evaluation of each school's performance to the Legislature and also report on the quality of health sciences education.

4.7.4. The Vice Chancellor shall review the yearly audits as required by 4.5.2. and shall provide a report regarding financial management and operation of medical schools including proposals and barriers to improving efficiency and generating cost savings.

4.8. Each health sciences school shall assist the Vice Chancellor for Health Sciences in meeting the requirements of Section 4.7.

4.9. Other information deemed necessary or helpful by the Commission or the Vice Chancellor for Health Sciences may be requested at any time.

5. Rural Health Indicators.

5.1. The Vice Chancellor for Health Sciences shall annually report to the West Virginia Higher Education Policy Commission on the West Virginia Rural Health Education Partnerships. At a minimum this report shall include, but is not limited to, identification of the sites, number of students involved, and student weeks served for the most recently concluded year.

5.2. The findings of this section shall be included in the Higher Education Report Card.

6. Presentation of Higher Education Report Card.

6.1. The Higher Education Report Card shall be presented annually at a regular meeting of the Commission.

6.2. The Higher Education Report Card format adopted by the Policy Commission shall be completed and disseminated with copies to the Legislative Oversight Commission on Education Accountability prior to or by January 1, 2002 and each year thereafter. The Policy Commission will review formats and definitions annually to add new measures related to emerging state issues and delete measures which are no longer relevant.