

# **MARYLAND HIGHER EDUCATION COMMISSION**

## **MEETING BOOKLET**

Time: 1:00 PM  
Wednesday, June 24, 2020

Place: Video Teleconference  
(GoToMeeting)

# Maryland Higher Education Commission

Ian D. MacFarlane, Chair

Senchal D. Barrolle, Esq.

Vivian S. Boyd, Ph.D.

James E. Coleman

Anwer J. Hasan

Vera R. Jackson, Ph.D.

Charles McDaniels, Jr.

Donna M. Mitchell

James B. Sellinger, Sr.

Mary Pat Seurkamp, Ph.D.

Jordan T. Troutman, Student Commissioner

John W. Yaeger, Ed.D.

**James D. Fielder, Jr., Ph.D.**  
**Secretary**

**Lawrence J. Hogan, Jr.**  
**Governor**

**Boyd K. Rutherford**  
**Lt. Governor**



Larry Hogan  
Governor

Boyd K. Rutherford  
Lt. Governor

Ian D. MacFarlane  
Chair

James D. Fielder, Jr., Ph. D.  
Secretary

## Maryland Higher Education Commission Meeting Agenda

**TIME:** 1:00 p.m.  
Wednesday  
June 24, 2020

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(GoToMeeting)

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<b>Call to Order</b>		
<b>Commission Minutes Approval</b> .....	1	*
• June 3, 2020		
<b>Chair’s and Secretary’s Remarks</b>		
<b>Commissioner Committee Updates</b>		
<b>Office of Academic Affairs</b> – Ms. Trish Gordon McCown		
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Report on Private Career Schools: Secretary Actions for Quarter 1 (January 1, 2020 to March 31, 2020).....	20	
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Overview of Research and Policy Analysis.....		
<b>Adjournment</b>		

**Maryland Higher Education Commission**  
Meeting Minutes

June 3, 2020  
1:00 p.m.

The Maryland Higher Education Commission (MHEC) met on Wednesday, June 3, 2020 via video teleconference (GoToMeeting).

**Commission members present:**

Ian D. MacFarlane, Chair	Charles McDaniels, Jr.
Senchal D. Barrolle, Esq.	Donna M. Mitchell
Vivian S. Boyd, Ph.D.	Mary Pat Seurkamp, Ph.D. <i>(joined 1:45 p.m.)</i>
James E. Coleman	Jordan T. Troutman
Anwer J. Hasan	John W. Yaeger, Ed.D.
Vera R. Jackson, Ph.D.	

**Commission member absent:**

James B. Sellinger, Sr.	
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**Staff members present:**

James D. Fielder, Jr., Ph.D.	Emily A. A. Dow, Ph.D.
Geoffrey Newman	Karen King-Sheridan
Barbara Schmertz, Ph.D.	Soma Kedia
Jennifer Katz	Jermal Butler
Bryson Barksdale	Donna Thomas
Lee Towers	Everette Jackson

**Call to Order**

The meeting was called to order by **Chair MacFarlane** at approximately 1:04 p.m. Ten of the twelve Commission members were present when the meeting was called to order. (Commissioner Seurkamp joined the meeting at 1:45 p.m.)

**Approval of Minutes – Action Item**

There was a motion by **Commissioner Jackson** and a second by **Commissioner McDaniels** for approval of the April 21, 2020 and April 28, 2020 meeting minutes. The motion was approved unanimously by the 10 members present at that time.

**Chair’s Remarks**

**Chair MacFarlane** reflected on current events and commented that the pandemic and anti-discrimination protests must inform their work and the decisions made, which impact college students and the field of higher education. He also encouraged Commissioners, if they have not already done so, to volunteer for one of the 2021-2025 Maryland State Plan for Higher Education writing groups (Access, Success & Innovation). In particular, there are currently no Commissioners serving on the Innovation writing group. Additionally, he mentioned that Commissioner Mitchell recently stepped up to head the Finance and Operations Committee.

### **Secretary's Remarks**

**Chair MacFarlane** recognized **Secretary Fielder** who thanked the Commissioners for their service, support and flexibility during these challenging times. He remarked that revenues in the state and for institutions were down. However, the innovation seen during the last 60 days was remarkable in terms of the pace at which students and institutions have had to pivot from the traditional modes of learning to distance education. **Secretary Fielder** also reported that the Higher Education COVID-19 Advisory Group was formed, consisting of the various segments of higher education and several related state agencies, to discuss reopening campuses and resuming operations this summer and fall. Many useful topics of discussion have been brought up at these weekly meetings.

### **Commissioner Committee Updates**

**Finance and Operations Committee: Commissioner Mitchell** remarked that her Committee had two openings. Assistant Secretary for Finance and Administration Geoff Newman provided an update, reporting that there were currently 6 vacancies in the agency (for which he needs permission to fill) and, due to decreased state revenues, they have had to reduce their expenditures.

**Program Review Committee: Commissioner Yaeger** reported that Commissioners Barrolle and Boyd were currently serving on his Committee. They have not met recently. **Commissioner Yaeger** remarked that the current social and economic climate will influence them to think differently about what enables student success.

**Outreach, Grants, and Financial Assistance: Commissioner Jackson** reported that Commissioner Troutman and the former Commissioner Jimenez were on her Committee. Their last meeting, including several staff members, was in February. **Commissioner Jackson** remarked that their focus, in light of current events, will be how to enhance outreach efforts, particularly among vulnerable and disadvantaged populations.

### **Office of Student Financial Assistance – Final Approval of COMAR Regulation Changes – Richard W. Collins III Leadership with Honor Scholarship Program – Action Item**

**Chair MacFarlane** recognized Ms. Donna Thomas (MHEC's Director of the Office of Student Financial Assistance) who reported that on December 4, 2019, the Commission approved for publication in the Maryland Register amendments to regulations for the Richard W. Collins III Leadership with Honor Scholarship Program. The regulations were published in the Maryland

Register on January 31, 2020. The public comment period for the regulations ended on March 2, 2020, and no public comments were received. The proposed regulations are ready for the Commission's final adoption.

Ms. Thomas recommended that the Commission approves for final adoption the proposed changes to the regulations for the Richard W. Collins III Leadership with Honor Scholarship Program, which were published in the Maryland Register on January 31, 2020. **Commissioner Mitchell** made a motion for approval and **Commissioner Yaeger** seconded the motion. The motion was approved unanimously.

**Office of Student Financial Assistance – Final Approval of COMAR New Program Regulations – Near Completer Grant – Action Item**

**Chair MacFarlane** recognized Ms. Thomas who reported that, on December 4, 2019, the Commission approved for publication in the Maryland Register new program regulations for the Near Completer Grant. The regulations were published in the Maryland Register on January 31, 2020. The public comment period for the regulations ended on March 2, 2020, and no public comments were received. The proposed regulations are ready for the Commission's final adoption.

Ms. Thomas recommended that the Commission approves for final adoption the proposed regulations for the Near Completer Grant, which were published in the Maryland Register on January 31, 2020. **Commissioner Mitchell** made a motion for approval and **Commissioner Boyd** seconded the motion. The motion was approved unanimously.

**Office of Student Financial Assistance – Final Approval of COMAR Regulation Changes – Charles W. Riley Firefighter and Ambulance and Rescue Squad Member Scholarship – Action Item**

**Chair MacFarlane** recognized Ms. Thomas who reported that, on December 4, 2019, the Commission approved for publication in the Maryland Register amendments to regulations for the Charles W. Riley Firefighter and Ambulance and Rescue Squad Member Scholarship. The regulations were published in the Maryland Register on January 31, 2020. The public comment period for the regulations ended on March 2, 2020, and no public comments were received. The proposed regulations are ready for the Commission's final adoption.

Ms. Thomas recommended that the Commission approves for final adoption the proposed regulations for the Charles W. Riley Firefighter and Ambulance and Rescue Squad Member Scholarship, which were published in the Maryland Register on January 31, 2020. **Commissioner Boyd** made a motion for approval and **Commissioner Yaeger** seconded the motion. The motion was approved unanimously.

**Department of Academic Affairs – Final Approval of COMAR Regulation Changes – Associate of Arts in Teaching (A.A.T.) – Action Item**

**Chair MacFarlane** recognized Dr. Emily Dow (MHEC’s Assistant Secretary for Academic Affairs) who reported that, on January 22, 2020, the Commission approved for publication in the Maryland Register amendments to regulations for the Associate of Arts in Teaching (A.A.T.). The regulations were published in the Maryland Register on April 10, 2020. The public comment period for the regulations ended on May 11, 2020, and no public comments were received. The proposed regulations are ready for the Commission’s final adoption.

Dr. Dow recommended that the Commission approves for final adoption the proposed changes to regulations for the A.A.T., which were published in the Maryland Register on April 10, 2020. **Commissioner Coleman** made a motion for approval and **Commissioner Mitchell** seconded the motion. The motion was approved unanimously.

### **Department of Academic Affairs – Student Advisory Council – Maryland Income Tax Proposed Resolutions – Information Item**

**Chair MacFarlane** recognized Dr. Dow who explained that the Student Advisory Council drafted a memo which provided recommendations regarding how educational expenses are taxed in the State of Maryland. There is currently a discrepancy between how educational expenses are taxed at the federal level and how they are taxed in Maryland. At the federal level, students may deduct their tuition and fees (up to \$4,000) when filing their income tax returns. However, when filing their state returns, students must add that same amount back as taxable income on their tax returns. The first recommendation is for the Commission to advocate for Maryland higher education students to cease being taxed on income that was applied toward tuition and educational expenses in Maryland. The second recommendation is for the Commission to increase awareness of the CASH Campaign of Maryland as a resource to college students prior to and during the tax season.

**Commissioner Hasan** asked if the first recommendation would require a legislative change. Dr. Dow replied that it would. **Commissioner Boyd** requested that the phrase “wage record during the fall 2017 term” in the first paragraph of the memo be made clearer in meaning in a future revision. **Chair MacFarlane** asked if the Comptroller was aware of these concerns. Dr. Dow answered that this matter had not been brought to the attention of the Comptroller and that she would address the issue with his Office.

### **Office of Research and Policy Analysis – Enrollment Projections – Maryland Public Colleges and Universities – Action Item**

**Chair MacFarlane** recognized Dr. Barbara Schmertz (MHEC’s Director of the Office of Research and Policy Analysis) who provided an overview of the enrollment projections for Maryland public colleges and universities through Fall 2029. These projections provide perspective to higher education policy discussions at the state level, including facilities planning, tuition and fees issues, articulation, funding priorities, and retention and graduation rates. However, the projections do not take into account the impact of COVID-19 on the enrollment of new and returning students. The data used were collected between December 2019 and February 2020 and reflect projected and actual data that, similarly, would not incorporate the effects of COVID-19. Fortunately, MHEC’s consultants will be able to revisit these projections in

November or December of this year, once enrollment data is received from the institutions. The Commission will be updated at that time regarding actual enrollment. Dr. Schmertz gave a few highlights from the report, including the total headcount credit enrollment at Maryland public institutions, which is projected to be 314,570 in Fall 2020, an increase of 7% (19,792 students) over Fall 2019 actual enrollment.

Dr. Schmertz recommended that the Maryland Higher Education Commission accept the 2020-2029 enrollment projections and approve their distribution to the public, the campuses, and interested state agencies. **Commissioner Boyd** made a motion for approval and **Commissioner Hasan** seconded the motion. **Commissioner Hasan** asked about recent numbers of Maryland high school graduates. He expressed concern about the large number of Maryland high school students leaving the state to attend college elsewhere, citing the figure of 65% which he had seen published by the National Center for Education Statistics. Dr. Schmertz replied that the enrollment projections do not only include high school students, but other non-traditional students as well. She quoted the figure of 27% (percent of postsecondary initial enrollment out-of-state) from the Maryland Longitudinal Data System (MLDS). They will continue the discussion by e-mail once Dr. Schmertz gathers more information.

**Commissioner McDaniels** expressed concern about the enrollment projections not factoring in the impact of COVID-19 and asked if distribution of the report could be delayed. Dr. Schmertz responded that MHEC is mandated to provide enrollment projections, which are tied to budget and fiscal issues. Mr. Newman agreed and remarked that institutions rely on the projections as they prepare their annual budget requests for their capital projects. It was decided that the report would be revised to include a note that the projections do not take into consideration the effect of COVID-19 on enrollment. The vote was taken with 10 Commissioners (including Commissioner Seurkamp who joined the meeting during the previous agenda item at approximately 1:45 p.m.) voting in favor of accepting the report and Commissioner McDaniels voting against.

### **Office of Research and Policy Analysis – 2019 Performance Accountability Report – Action Item**

**Chair MacFarlane** recognized Dr. Schmertz who stated that the Maryland Higher Education Commission produces the Performance Accountability Report to fulfill a statutory requirement for accountability on the part of Maryland's public colleges and universities. She reviewed the findings based on 3 questions:

- Is the State on track to meet its 55% degree attainment goal by 2025?  
Trends in enrollment, retention, transfer, and completion data provide a strong indication that the State is on track to meet its 55% attainment goal by 2025.
- Are educational disparities among underrepresented racial and ethnic groups shrinking?  
A persistent gap does exist in retention, transfer, and graduation rates when comparing African American students to other student populations. There is some evidence that institutional efforts may be shrinking these gaps, but more needs to be done to ensure all students have equitable opportunities to meet their academic goals.



- Are Maryland's public colleges and universities affordable and are students graduating with less debt?  
Overall, Maryland's colleges and universities are maintaining modest rates of tuition and fee increases and are trying to keep net prices lower for those students who are from lower-income families. Most undergraduates earning an award at Maryland's public colleges and universities have low to modest student debt upon completion, and almost half, in any given year, are funding their education without financial aid or loans.

Key takeaways include: overall retention and graduation rates mask the differences by race and ethnicity; improvements exist within student groups, but gaps are growing among student groups; and shrinking gaps may be a result of targeted efforts by institutions.

Dr. Schmertz recommended that the Maryland Higher Education Commission approve the 2019 Performance Accountability Report and ask the Secretary to forward it to the Governor and the General Assembly as required by law. **Commissioner Coleman** made a motion for approval and **Commissioner Boyd** seconded the motion. Clarifying questions were asked about the data. The motion passed unanimously.

### **Adjournment**

The meeting adjourned at approximately 2:50 p.m.



Larry Hogan  
Governor

Boyd K. Rutherford  
Lt. Governor

Ian D. MacFarlane  
Chair

James D. Fielder, Jr., Ph. D.  
Secretary

**MEMORANDUM**

**DATE:** June 24, 2020

**TO:** Commissioners, Maryland Higher Education Commission

**FROM:** Trish Gordon McCown, Director of Academic Affairs

**STAFF:** Karen King-Sheridan, Associate Director, Collegiate Affairs  
Jacqueline Cade, Education Policy Analyst, Collegiate Affairs

**SUBJECT:** Report on Institutions of Higher Education Program Review: Secretary Actions for Quarter 1 (January 1, 2020 to March 31, 2020)

During the current reporting period, the Secretary of Higher Education acted on a total of **151** academic program proposals requiring review under Code of Maryland Regulations (COMAR) 13B.02.01 and 13B.02.03, and they are outlined immediately below.

<b>Actions by In-State Institutions (ISI)</b>	<b>Number of Actions</b>	<b>Segment</b>
<b>I. Programs Objected to</b>	0	at independent colleges and universities
	1	at public four-year colleges and universities
	0	at public community colleges
<b>II. New Degree Programs</b>	5	at independent colleges and universities
	6	at public four-year colleges and universities
	5	at public community colleges
<b>III. New Certificate Programs</b>	6	at independent colleges and universities
	5	at public four-year colleges and universities
	2	at public community colleges
<b>IV. New Areas of Concentration</b>	2	at independent colleges and universities
	0	at public four-year colleges and universities
	2	at public community colleges
<b>V. Substantial Modifications to Existing Program</b>	2	at independent colleges and universities
	6	at public four-year colleges and universities
	19	at public community colleges
	5	at independent colleges and universities

<b>VI. Non-substantial Modifications to Existing Program</b>	8	at public four-year colleges and universities
	21	at public community colleges
<b>VII. Withdrawn Proposals</b>	0	at independent colleges and universities
	0	at public four-year colleges and universities
	1	at public community colleges
<b>VIII. Institutional Program Partnerships</b>	0	at independent colleges and universities
	7	at public four-year colleges and universities
	0	at public community colleges
<b>IX. Proposals Not Approved or Recommended</b>	1	at independent colleges and universities
	0	at public four-year colleges and universities
	0	at public community colleges
<b>Quarter 1 Total Actions by ISI</b> <i>objections not included in this total</i>	<b>103</b>	

<b>X. Actions by Out-of-State Institutions (OOS)</b>	<b>Number of Actions</b>	<b>Segment</b>
<b>Programs Objected to</b>	0	at out-of-state institutions
<b>New Programs</b>	10	
<b>Renewal Programs</b>	28	
<b>Conditionally Authorized Programs</b>	0	
<b>New Areas of Concentration</b>	2	
<b>Suspended</b>	0	
<b>Discontinued</b>	8	
<b>Proposals Withdrawn</b>	0	
<b>Proposals Not Approved/Recommended</b>	0	
<b>Quarter 1 Total Actions by OOS</b> <i>objections not included in this total</i>	<b>48</b>	

<b>Quarter 1 Total Actions by ISI and OOS</b> <i>objections not included in this total</i>	<b>151</b>
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**I. PROGRAM OBJECTIONS - 1**

Code of Maryland Regulations (COMAR) 13B.02.03.27B requires the Commission to circulate program proposals for thirty days for comment or objections from in-state institutions.

The Secretary or an institution may file an objection to implementation of a proposed program if the objection is based on:

- a. Inconsistency of the proposed program with the institution’s approved mission;
- b. Not meeting a regional or Statewide need consistent with the State Plan;
- c. Unreasonable program duplication which would cause demonstrable harm to another institution; or
- d. Violation of the State’s equal educational opportunity obligations under State and federal law.

What follows is a summary of all in-state objections the Commission has received to programs submitted for review, upon which the Secretary has issued a decision between January 1, 2020 and March 31, 2020.

<b>Proposing Institution</b>	<b>Program Proposed</b>	<b>Objecting Institution</b>	<b>Objection Rationale</b>	<b>Action</b>	<b>Rationale for Action</b>	<b>Action Date</b>
University of Maryland College Park	Doctorate of Public Health	Morgan State University	Unreasonable program duplication	Denied	Unreasonable duplication	2/21/2020

**II. NEW DEGREE PROGRAMS APPROVED/RECOMMENDED - 16**

**Independent Four-Year Colleges and Universities – 5**

Institution	Degree Level	Program Title	Action Date
Capitol Technology University	BS	Construction Information Technology Cybersecurity	3/26/2020
Capitol Technology University	Doc	Quantum Computing	3/11/2020
Goucher College	BA	Integrative Arts Studies	1/17/2020
Hood College	BA	Public Health	1/23/2020
Johns Hopkins University	MA	Sustainable Energy	1/23/2020

**Public Four-Year Colleges and Universities – 6**

Institution	Degree Level	Program Title	Action Date
Morgan State University	BS	Cloud Computing	1/23/2020
University of Maryland, College Park	BA	Immersive Media Design	2/14/2020
University of Maryland, College Park	BA	Religions of the Ancient Middle East	1/7/2020
University of Maryland, College Park	BA	Real Estate and the Built Environment	2/14/2020
University of Maryland, College Park	BS	Immersive Media Design	2/6/2020
University of Maryland, College Park	Doc	Public Health	2/21/2020

**Community Colleges – 5**

Institution	Degree Level	Program Title	Action Date
Carroll Community College	AAS	Small Unmanned Aircraft Systems	2/21/2020
Carroll Community College	LDC	Small Unmanned Aircraft Systems Pilot Safety	2/21/2020
College of Southern Maryland	AS	Computer Science	3/26/2020
Garrett College	AAS	Professional Technical Studies	3/26/2020
Harford Community College	AS	Accounting	2/14/2020

**III. NEW CERTIFICATE PROGRAMS APPROVED/RECOMMENDED - 13**

**Independent Four-Year Colleges and Universities - 6**

<b>Institution</b>	<b>Degree Level</b>	<b>Program Title</b>	<b>Action Date</b>
Goucher College	PBC	Financial Skills for Managers	1/10/2020
Goucher College	PBC	Innovative Leadership and Management	1/17/2020
Goucher College	PBC	Marketing and Communication for Managers	1/17/2020
Goucher College	PBC	Management Essentials	1/17/2020
Goucher College	PBC	Social Innovation for Managers	1/17/2020
Notre Dame of Maryland University	PBC	Gifted and Talented	3/5/2020

**Public Four-Year Colleges and Universities - 5**

<b>Institution</b>	<b>Degree Level</b>	<b>Program Title</b>	<b>Action Date</b>
Frostburg State University	PBC	Healthcare Management	3/16/2020
Frostburg State University	PBC	Management	3/16/2020
Frostburg State University	PBC	Business Analytics	3/16/2020
Towson University	PBC	Educational Administrator I	1/9/2020
University of Maryland, Baltimore County	PBC	Applied Social Research Methods	3/5/2020

**Community Colleges - 2**

<b>Institution</b>	<b>Degree Award</b>	<b>Academic Program Name</b>	<b>Action Date</b>
Harford Community College	LDC	Additive Manufacturing Technician	3/16/2020
Prince George's Community College	LDC	Entertainment Technology	3/5/2020

**IV. NEW AREAS OF CONCENTRATION APPROVED/RECOMMENDED – 4**

**Independent Four-Year Colleges and Universities – 2**

Institution	Degree Level	Program Title	Concentration	Action Date
Johns Hopkins University	MS	Computer Science	Human Language Technology	1/15/2020
Johns Hopkins University	MS	Electrical and Computer Engineering	Human Language Technology	1/7/2020

**Public Four-Year Colleges and Universities - 0**

**Community Colleges - 2**

Institution	Degree Level	Program Title	Concentration	Action Date
Prince George's Community College	AA	General Studies Transfer	Entertainment Technology	3/5/2020
Wor-Wic Community College	AA	Computer Studies Transfer	Cybersecurity	2/5/2020

**V. SUBSTANTIAL MODIFICATIONS APPROVED/RECOMMENDED – 27**

**Independent Four-Year Colleges and Universities – 2**

Institution	Degree Level	Program Title	Concentration	Non-Substantial Modification	Action Date
Capitol Technology University	BS	Business Analytics and Data Science		Change Program Title	3/12/2020
McDaniel College	MS	Curriculum and Instruction		Change Program Title	2/6/2020

**Public Four-Year Colleges and Universities - 6**

Institution	Degree Level	Program Title	Concentration	Substantial Modification	Action Date
Frostburg State University	BS	Earth Science		Change Program Title	3/6/2020
Morgan State University	MS	Construction Management		Substantial Change to Degree Program	1/28/2020
Towson University	BS	Communication Studies		Substantial Change to Degree Program	1/7/2020
University of Maryland, Baltimore County	BA	Modern Languages	Linguistics	Change Program Title	3/6/2020

University of Maryland, Baltimore County	MA	Instructional Systems Development		Change Program Title	3/6/2020
University of Maryland, Baltimore County	PBC	Instructional Systems Development		Change Program Title	3/6/2020

**Community Colleges – 19**

Institution	Degree Level	Program Title	Concentration	Substantial Modification	Action Date
Baltimore City Community College	AAS	Paramedicine		Change Program Title	2/3/2020
Baltimore City Community College	LDC	Paramedic		Change Program Title	2/3/2020
Carroll Community College	LDC	Law Enforcement		Substantial Change to Certificate Program	3/26/2020
Cecil College	AAS	Visual Communication	Web Design	Substantial Change to Area of Concentration	2/5/2020
Cecil College	LDC	Visual Communication - Portfolio Photography		Change Program Title	2/11/2020
College of Southern Maryland	AAS	Criminal Justice		Change Program Title	1/30/2020
College of Southern Maryland	AAS	Cybersecurity		Substantial Change to Degree Program	3/27/2020
College of Southern Maryland	AAS	Health Information Management		Substantial Change to Degree Program	3/27/2020
Community College of Baltimore County	AAS	Radiography		Substantial Change to Degree Program	2/27/2020
Community College of Baltimore County	AAS	Occupational Therapist Assistant		Substantial Change to Degree Program	2/24/2020
Frederick Community College	LDC	CPA Exam Qualification		Substantial Change to Certificate Program	2/11/2020
Harford Community College	LDC	Journalism /New Media and Advertising		Substantial Change to Certificate Program	2/6/2020
Montgomery College	AAS	Network and Information Technology		Change Program Title	2/12/2020
Wor-Wic Community College	AA	Computer Studies Transfer	Game Development	Substantial Change to Area of Concentration	2/5/2020
Wor-Wic Community College	AA	Computer Studies Transfer	Information Systems	Substantial Change to Area of Concentration	2/18/2020
Wor-Wic Community College	AA	Computer Studies Transfer	Computer and Network Support Technology	Substantial Change to Area of Concentration	2/6/2020
Wor-Wic Community College	AAS	Computer Technology	Web Development	Substantial Change to Area of Concentration	2/6/2020
Wor-Wic Community College	AAS	Computer Technology	Web Development	Change Program Title	2/7/2020
Wor-Wic Community College	AS	STEM	Engineering	Substantial Change to Area of Concentration	2/7/2020

**VI. NON-SUBSTANTIAL MODIFICATIONS APPROVED/RECOMMENDED – 34**



**Independent Four-Year Colleges and Universities – 5**

Institution	Degree Level	Program Title	Concentration	Non-Substantial Modification	Action Date
Capitol Technology University	BS	Business Analytics and Data Science		Code Change	3/13/2020
Mount St. Mary's University	MBA	MBA		Change Program Modality	1/28/2020
Notre Dame of Maryland University	BA	Classics		Discontinued Program	3/23/2020
Notre Dame of Maryland University	BA	French		Discontinued Program	3/23/2020
Notre Dame of Maryland University	BA	Environmental Sustainability Science	Environmental Sustainability Science	Discontinued Program	3/23/2020

**Public Four-Year Colleges and Universities – 8**

Institution	Degree Level	Program Title	Concentration	Non-Substantial Modification	Action Date
Frostburg State University	Doc	Education Leadership		Change Program Modality	1/28/2020
Morgan State University	MS	Bioinformatics		Non-Substantial Program Change	1/28/2020
Salisbury University	Doc	Nursing Practice		Change Program Modality	1/17/2020
Salisbury University	PBC	Health Care Management		Change Program Modality	1/17/2020
University of Baltimore	MS	Taxation (LLM)		Change Program Modality	1/28/2020
University of Baltimore	MS	Taxation		Change Program Modality	1/28/2020
University of Baltimore	PBC	Estate Planning		Change Program Modality	1/28/2020
University of Maryland, Baltimore County	PBC	Music Entrepreneurship		Suspend Program	2/11/2020

**Community Colleges – 21**

Institution	Degree Award	Program Title	Concentration	Review Action	Action Date
Carroll Community College	ASE	Computer Engineering		Discontinued Program	2/6/2020
Cecil College	AAS	Business & Commerce Tech		Discontinued Program	2/11/2020
Cecil College	AS	Pre-Engineering		Discontinued Program	2/11/2020
Cecil College	AS	Government Contracting		Discontinued Program	2/24/2020
Cecil College	LDC	Biotechnology		Discontinued Program	2/11/2020
Cecil College	LDC	Business & Commerce Tech - Communications I		Discontinued Program	2/11/2020
Cecil College	LDC	Business & Commerce Tech - Communications II		Discontinued Program	2/11/2020

Cecil College	LDC	Business & Commerce Technology		Discontinued Program	2/11/2020
Cecil College	LDC	Computer Information Systems		Discontinued Program	2/11/2020
Cecil College	LDC	Emergency Medical Tech - Paramedic Cert		Discontinued Program	2/11/2020
Cecil College	LDC	Visual Communications		Discontinued Program	2/11/2020
Cecil College	LDC	Visual Comm/Comm Arts/Tech - Web Development		Discontinued Program	2/11/2020
Cecil College	LDC	Transportation & Logistics - Gov't Logistics		Discontinued Program	2/27/2020
Cecil College	LDC	Government Contracting		Discontinued Program	2/24/2020
College of Southern Maryland	LDC	Web Developer		Suspend Program	2/12/2020
Hagerstown Community College	AAS	Medical Assistant		Non-Substantial Program Change	3/11/2020
Hagerstown Community College	AAS	Alternative Energy Technology		Non-Substantial Program Change	3/11/2020
Hagerstown Community College	AAS	Information Systems Technology	Computer Support Specialist	Non-Substantial Program Change	3/11/2020
Hagerstown Community College	AAS	Information Systems Technology	Network Administration	Non-Substantial Program Change	3/11/2020
Hagerstown Community College	AS	Computer Science		Non-Substantial Program Change	3/11/2020
Hagerstown Community College	LDC	Medical Assistant		Non-Substantial Program Change	3/11/2020

**VII. WITHDRAWN PROPOSAL - 1**

**Independent Four-Year Colleges and Universities – 0**

**Public Four-Year Colleges and Universities - 0**

**Community Colleges - 1**

Institution	Degree Award	Academic Program Name	Action Date
Wor-Wic Community College	LDC	Computer Technology, Computer Information Security	1/13/2020

**VIII. INSTITUTIONAL PROGRAM PARTNERSHIPS – 7**

**Independent Four-Year Colleges and Universities – 0**

**Public Four-Year Colleges and Universities – 7**

Institution	Degree Award	Program Title	Partnership	Action Date
Towson University	PBC	Autism Studies	Parkville H.S. & Baltimore County PS	1/22/2020
Towson University	CAS	Organizational Change	Parkville H.S. & Baltimore County PS	2/7/2020
Towson University	MS	Transformational Educational Leadership	Parkville H.S. & Baltimore County PS	2/7/2020
Towson University	M.Ed	Special Education	Parkville H.S. & Baltimore County PS	2/7/2020
University of Maryland Eastern Shore		Articulation Agreement	Maryland State Department of Education (MSDE)	2/27/2020
Salisbury University	BFA	Art	Off-Campus Program	1/9/2020
University of Maryland Eastern Shore	BS	Aviation Science	Off-Campus Program	3/13/2020

**Community Colleges – 0**

**IX. PROPOSALS NOT APPROVED/ RECOMMENDED - 1**

**Independent Four-Year Colleges and Universities – 0**

**Public Four-Year Colleges and Universities – 1**

Institution	Degree Award	Academic Program Name	Action Date
University of Maryland, College Park	Doc	Public Health	2/21/2020

**Community Colleges - 0**

**X. OUT-OF-STATE INSTITUTIONS (OOS)**

**(OOS Program Objections) - 0**

**(OOS Approved New and Renewal Programs) – 38 programs**

Institution	Degree Level	Program Title	New (N) or Renew (R)	Action Date	Offered Elsewhere in MD
Webster University	M.B.A.	Business Administration	R	3/16/20	Y
	M.A.	Procurement and Acquisitions Management	R	3/16/20	N
	M.A.	International Relations	R	3/16/20	Y
	Cert	Government Contracting	R	3/16/20	N
Embry Riddle Aeronautical University – Lexington Park (new site)	A.S.	Aeronautics	N	3/10/20	Y
	B.S.	Aeronautics	N	3/10/20	Y
	B.S.	Aviation Business Administration	N	3/10/20	Y
	B.S.	Aviation Maintenance	N	3/10/20	Y
	B.A.	Engineering Technology	N	3/10/20	N
	B.A.	Technical Management	N	3/10/20	Y
	M.B.A.	Business Administration	N	3/10/20	Y
	M.S.	Aeronautics	N	3/10/20	Y
	M.S.	Unmanned Systems	N	3/10/20	Y
CERT	Aviation Maintenance Technology Part (Completion Cert)	N	3/10/20	N	
Embry Riddle Aeronautical University – Joint Base Andrews	A.S.	Aeronautics	R	3/10/20	Y
	A.S.	Aviation Business Administration	R	3/10/20	Y
	A.S.	Aviation Maintenance	R	3/10/20	Y
	A.S.	Technical Management	R	3/10/20	Y
	B.S.	Aeronautics	R	3/10/20	Y
	B.S.	Aviation Business Administration	R	3/10/20	Y
	B.S.	Aviation Maintenance	R	3/10/20	Y

Embry Riddle Aeronautical University – Joint Base Andrews <i>(continued)</i>	B.S.	Aviation Security	R	3/10/20	N
	B.S.	Engineering Technology	R	3/10/20	N
	B.S.	Emergency Services	R	3/10/20	N
	B.S.	Technical Management	R	3/10/20	N
	M.B.A.	Aviation	R	3/10/20	N
	M.S.E.	Engineering	R	3/10/20	Y
	M.S.	Aeronautics	R	3/10/20	Y
	M.S.	Engineering Management	R	3/10/20	N
	M.S.	Information Security and Assurance	R	3/10/20	Y
	M.S.	Leadership	R	3/10/20	Y
	M.S.	Logistics and Supply Chain Management	R	3/10/20	Y
	M.S.	Management	R	3/10/20	Y
	M.S.	Management Information Systems	R	3/10/20	Y
	M.S.	Occupational Safety Management	R	3/10/20	N
	M.S.	Project Management	R	3/10/20	Y
	M.S.	Unmanned Systems	R	3/10/20	Y
CERT	Aviation Maintenance Technology Part (Completion Cert)	R	3/10/20	N	

**(OOS Conditionally Authorized Programs) – 0**

**(OOS New and Renewal Areas of Concentration) - 2**

Institution	Degree Level	Program Title	Area of Concentration	New (N) or Renew (R)	Action Date	Offered Elsewhere in MD
Embry Riddle Aeronautical University – Lexington Park <i>(new site)</i>	M.B.A.	Business Administration	Aviation	N	3/10/20	N
Embry Riddle Aeronautical University – Joint Base Andrews	M.B.A.	Business Administration	Aviation	R	3/10/20	N

**(OOS Suspended or Discontinued Programs) - 8**

<b>Institution</b>	<b>Degree Level</b>	<b>Program Title - Area of Concentration</b>	<b>Suspended (S) or Discontinued (D)</b>	<b>Action Date</b>	<b>Offered Elsewhere in MD</b>
Embry Riddle Aeronautical University – Joint Base Andrews	CERT	Aviation Safety	D	3/10/20	N
	CERT	Supply Chain Management	D	3/10/20	Y
	CERT	Logistics	D	3/10/20	N
	CERT	Occupational Safety and Health	D	3/10/20	N
	CERT	Information Assurance	D	3/10/20	Y
	B.S.	Transportation	D	3/10/20	Y
	M.S.	Aviation Finance	D	3/10/20	N
	GCERT	Aviation/Aerospace Safety	D	3/10/20	N

**(OOS Proposals Withdrawn) – 0**

**(OOS Programs Not Authorized) - 0**



Larry Hogan  
Governor

Boyd K. Rutherford  
Lt. Governor

Ian D. MacFarlane  
Chair

James D. Fielder, Jr., Ph. D.  
Secretary

## *MEMORANDUM*

**DATE:** June 24, 2020

**TO:** Commissioners, Maryland Higher Education Commission

**FROM:** Trish Gordon McCown, M.S., Director of Academic Affairs

**STAFF:** Ashley Wallace, Ph.D., Associate Director, Career & Workforce Education

**SUBJECT:** Report on Private Career Schools: Secretary Actions for Quarter 1 (January 1, 2020 – March 31, 2020)

During the current reporting period, the Secretary of Higher Education acted on a total of **57 non-degree academic program proposals** requiring review under Code of Maryland Regulations (COMAR) 13B.01.01, and they are outlined immediately below.

<b>Private Career School Activities</b>	<b>Number of Actions</b>
New Schools	1
New Programs	1
Approval of Changes of Location	1
Approval of Name Changes	0
Approval of Change of Ownership	0
Approval of Change of Director	0
Approval of Separate Classrooms	0
Other Business Approvals	1
Certificate Renewals	3
Cease and Desist Orders	0
Notices of Deficiencies	0
School Approvals Withdrawn	1
Program Approvals Withdrawn	0
Workforce Development Sequence Scholarship Approvals	4
Workforce Development Sequence Scholarship Denials	0
Workforce Development Sequence Scholarship Modifications – Approvals	3
Workforce Development Sequence Scholarship Modifications – Denials	0
Training Provider Questionnaires	42
<b>Quarter 1 Total Actions</b>	<b>57</b>

**I. APPROVAL OF NEW SCHOOLS - 1**

<b>Institution</b>	<b>Address</b>	<b>Approval Date</b>	<b>Program – Clock Hours</b>
Bayside Beauty Academy	8837 Chesapeake Avenue; North Beach, MD 20714	2/12/2020	Cosmetology – 1500 Clock Hours

**II. NEW PROGRAMS REVIEWED AND APPROVED – 1**

<b>Institution</b>	<b>Address</b>	<b>Approval Date</b>	<b>Program – Clock Hours</b>
Aveda Institute of Maryland	227 Archer Street; Bel Air, MD 21014	2/14/2020	Blow Dry Stylist – 350 Clock Hours

**III. APPROVAL OF CHANGES OF LOCATION – 1**

<b>Institution</b>	<b>Date</b>	<b>Previous Address</b>	<b>New Address</b>
Power52 Energy Institute	2/12/2020	10291 Baltimore National Pike, Suite A1; Ellicott City, Maryland 21042	5400 Old Court Road, Suite 300-A; Randallstown, Maryland 21133

**IV. APPROVAL OF NAME CHANGES – 0**

**V. APPROVAL OF CHANGE OF OWNERSHIP - 0**

**VI. APPROVAL OF CHANGE OF DIRECTOR – 0**

**VII. APPROVAL OF SEPARATE CLASSROOMS – 0**



**VIII. “OTHER BUSINESS” - 1**

<b>Institution</b>	<b>Address</b>	<b>Other Business Course(s)</b>
Aspen Beauty Academy – Laurel	3535 Laurel/ Ft. Meade Road; Laurel, MD 20724	Make-Up Designory (MUD) Studio courses

**IX. CERTIFICATE RENEWALS - 3**

<b>Institution</b>	<b>Date</b>	<b>Certificate Number</b>
IT Works Learning Center – Fayette	2/10/2020	1970
IT Works Learning Center – Manor Care	2/10/2020	1971
All-State Career	2/11/2020	1969

**X. CEASE AND DESIST ORDERS - 0**

**XI. NOTICES OF DEFICIENCIES - 0**

**XII. SCHOOL APPROVALS WITHDRAWN – 1**

<b>Institution</b>	<b>Date</b>	<b>Certificate Number</b>
American Red Cross – Chesapeake Region	2/21/2020	1932
<i>Additional Comments:</i> The school made the decision to pursue an orderly closure. No students were enrolled at the time of closure, and therefore no students were negatively impacted.		

**XIII. PROGRAM APPROVALS WITHDRAWN – 0**

**XIV. WORKFORCE DEVELOPMENT SEQUENCE SCHOLARSHIP – 7 actions**

1. Cecil College
  - a. 1 sequence approved (March 9, 2020)
2. Community College of Baltimore County
  - a. 2 sequences approved (January 27, 2020)
  - b. 3 modifications approved (January 27, 2020)
3. Howard Community College
  - a. 1 sequence approved (January 27, 2020)

<b>INITIAL WORKFORCE SEQUENCE APPLICATIONS</b>		
<b>Community College</b>	<b>Approved</b>	<b>Denied</b>
Cecil College	- Diesel Technology	
Community College of Baltimore County	- Marine Engine Maintenance Repair - Project Management	
Howard Community College	- Orthopedic Technician Assistant Training	
<b>4 Approvals</b>		<b>0 Denials</b>
<b>Total Actions = 4</b>		

<b><u>MODIFICATION OF WORKFORCE SEQUENCES</u></b>		
<b>Community College</b>	<b>Approved</b>	<b>Denied</b>
Community College of Baltimore County	- Bookkeeper – Entry Level <b><i>Modifications:</i></b> Course Alternatives Added; Inclusion of a Required Course	
	- Medical Front Office <b><i>Modification:</i></b> Course Alternative Added	
	- First Line Supervisor <b><i>Modifications:</i></b> Course Substitution; Sequence Name Change	
<b>3 Approvals</b>		<b>0 Denials</b>
<b>Total Actions = 3</b>		

**XV. TRAINING PROVIDER QUESTIONNAIRES = 42**

<b>Training Provider Questionnaire (TPQ) Response Letters</b>		
<b>Unregulated</b>	<b>Regulated/Not Exempt</b>	<b>Exempt</b>
14	13	15
<b>Total Actions = 42</b>		



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## Maryland Higher Education Commission 2020 Meeting Dates

The Maryland Higher Education Commission (MHEC) is Maryland’s higher education coordinating board responsible for the management of statewide financial aid programs and the establishment of statewide policies for public and private colleges and career schools to support students’ postsecondary pursuits.

### Meeting Dates and Locations

January 22, 2020	July 22, 2020 (if needed)
February 26, 2020	August 26, 2020 (if needed)
March 25, 2020	September 23, 2020 9:30am to 3:30pm
April 22, 2020	October 28, 2020
May 20, 2020 *Please note date change.*	November 18, 2020 *Please note date change.*
June 24, 2020	December 16, 2020 *Please note date change.*

**All Commission meetings will be held on the 4<sup>th</sup> Wednesday of each month from 1:00pm to 4:00pm at the Maryland Higher Education Commission in the 7<sup>th</sup> Floor Board Room located at 6 N. Liberty Street, Baltimore, MD 21201, unless otherwise noted.**

**Dates and times are subject to change.**

<http://www.mhec.maryland.gov/About/Pages/Meetings.aspx>