MINUTES OF THE W-SARA STEERING COMMITTEE
WEDNESDAY, JULY 29, 2015
HOTEL TEATRO, DENVER COLORADO

Steering Committee Members Present
Sona Andrews, Provost and Vice President for Academic Affairs, Portland State University
Juan Baez-Arevalo, Director of Private Post-secondary Education, Higher Education Coordinating Commission
Marcia Bankirer, President, Denver School of Nursing
Don Bennett, Deputy Director, Washington Student Achievement Council
Tracie Bent, Chief Planning and Policy Officer, Idaho State Board of Education
Katie Boehnke, Academic Affairs Specialist, South Dakota Board of Regents
Jessica Brubaker, Associate Legal Counsel, Montana University System (MUS)
Larry Buchholtz, Fiscal Operations Team Manager, State of Wyoming, Wyoming Community College Commission
Heather DeLange, Academic Policy Officer, Colorado Department of Higher Education
Lanna Dueck, Associate Dean of Institutional Integrity, Rio Salado College
David Mathews, General Counsel, New Mexico Higher Education Department
Mary Ellen Petrisko, President, WASC Senior College and University Commission
Joann Rieselbach, School Relations Manager, Alaska Commission on Postsecondary Education

Steering Committee Members Not Present
Carol Liu, Senator, California State Senate
Crystal Abba, Nevada System of Higher Education (via telephone)
Laura Palmer Noone, Board Member, Lumina Foundation

WICHE Staff Present
John Lopez, Director, W-SARA
Russ Poulin, Director, WCET Policy and Analysis

W-SARA Staff Present
Holly Martinez, Administrative Assistant II
Jennifer Shanika, Administrative Manager

NC-SARA Staff Present
Alan Contreras, SARA Coordinator
Marshall Hill, Executive Director
Welcome
John Lopez called the meeting to order at 9:00 a.m. and welcomed committee members.

Federal Higher Education Policy Update
Russ Poulin discussed the many contexts in which state authorization is used including federal regulations in regard to distance education, SARA and individual state licensure requirements. He mentioned that there is no current federal rule regarding state authorization in distance education due to the courts striking down part of the regulations for procedural reasons. Poulin discussed 2010 published regulations from the United States Department of Education and the need for proper authorization (600.9c Reg).

SARA Initiative
Marshall Hill provided information about the SARA initiative. Hill stated as of July 29, 2015 SARA has 27 states and noted southern states coming around a bit slower due to the existing Electronic Campus system. He believes SARA will consist of approximately 35 states by the end of calendar year 2015 and feels we are far ahead of where we thought we would be initially. Hill indicated SARA currently consists of 330+ plus institutions and should have about 710 during this time next year.

NC-SARA will conduct a cost study this fall to inform setting of fees. Also, work is currently underway to create a single unified SARA agreement which will be a combination of the four separate regional SARA agreements and present this unified agreement during the December 1st NC-SARA board meeting. That meeting has also been expanded to include portal agency leaders from every SARA and soon-to-be SARA state. Hill additionally stated the 501(c)3 application for NC-SARA has been submitted to the IRS and we are awaiting a response from Education Counsel regarding the status of the application.

The topic of state renewal process was raised by Joann Rieselbach. Hill stated that this process is currently being developed and will be presented in as timely fashion a fashion as possible.

Action Items
Marshall Hill will follow up on enrollment reporting procedure in response to Sona Karentz Andrew's question if we could add an option for institutions to report that they don't allow students from certain areas rather than input "0".

Marshall Hill and Alan Contreras will develop more specific requirements about the complaint reporting requirements which will be included in the FAQ's, on the NC-SARA website and in an operations manual.

Committee business
John Lopez provided a WICHE Update. Lopez shared news of the meeting in Sacramento that he would be attending on September 30th and added he is confident that California will become a state by this time next year. He shared that Utah has complicated internal dynamics and added Utah does see SARA as a good thing. Lopez is confident we will soon see progress in Utah and believes applications will come from Utah, California and Hawaii in 2016.

Emerging Issues
Alan Contreras discussed the existing process for handling many technical questions that arise. Currently, Hill and Contreras have been handling these as they have arisen, however, Contreras' role will be changing over time and he believes there needs to be more formal feedback from the four compacts moving forward. He also expressed the need for uniformity and definitive policy as
questions received are becoming far more complicated. Contreras would like to see committees be utilized to help answer the various questions that are asked of SARA staff. Contreras also noted that the four different regions are using their steering committees very differently.

Lopez wrapped up the W-SARA Committee meeting by saying that Steering Committee meetings will look different going forward as the role of the committee extends beyond primarily reviewing state applications. There will also be a shift of the Steering Committee within this next year as we try to replace Jane Sherman and Toni Larson.

**Action Item**
In response to a question posed by Sona Karentz Andrews, Lopez will develop a draft of W-SARA Steering Committee term limits for review.

The meeting was adjourned 1:00 p.m.