

HAMPTON UNIVERSITY
SACS REAFFIRMATION OF ACCREDITATION
Committee on Core Requirements
Report 11/22/06

Date:

The Committee on Core Requirements met for the sixth time as a group November 14 from 9:00 am to 9:30 am to discuss progress.

Members in Attendance:

John Alewynse, Cecile Andraos-Selim, Spencer Baker, Corinne Ramaley, Donald Whitney

Issues Discussed:

- Documents are needed to provide specific responses to Core Requirements
- The request for Board of Trustees By-Laws, profiles and minutes
- Core Requirements tasks
- Sample response for 2.7.1

Action Items/Follow Up:

- The next weekly meeting is schedule for Tuesday, Nov. 21 at 9:00 am to report on progress made by each member.

On behalf of the committee,
Donald A. Whitney

The material below is a draft for the Core Requirements response

Core Requirement 2.1: Degree-granting Authority

The institution has degree-granting authority from the appropriate government agency or agencies.

Compliance: *Not Determined Yet*

Narrative:

Hampton University is authorized (Link # 1-X) by the State Council of Higher Education in Virginia to grant degrees at the associate (A.A., A.S.), baccalaureate (B.A., B.S., B. Arch.), professional (M. Arch., Pharm. D.) and post-baccalaureate (M.A., M.B.A., M.S., M.T., Ed.S., D.P.T., Ph.D.) levels at the main campus in Hampton, as well as, specific programs in Virginia Beach (Link # 1-VB) and Roanoke, (Link #1-R) Virginia. Restrictions? (Link # R)

Link # 1-X: Initial (or most recent) baccalaureate level authorization and substantive change for each level.

Link # 1-VB: Initial authorization for College of Virginia Beach programs.

Link # 1-R: Initial authorization for College of Continuing Education, Roanoke Campus programs.

Link # R: Any restrictions in degree-granting authority.

Core Requirement 2.2: Governing Board

The institution has a governing board of at least five members that is the legal body with specific authority over the institution. The board is an active policy-making body for the institution and is ultimately responsible for ensuring that the financial resources of the institution are adequate to provide a sound educational program. The board is not controlled by a minority of board members or by organizations or interests separate from it. Neither the presiding officer of the board, nor the majority of other voting members of the board, have contractual, employment, or personal or familial financial interest in the institution.

Compliance: *Not Determined Yet*

Narrative:

To be based on Board of Trustees By-Laws and profiles of members.

Core Requirement 2.3: Chief Executive Officer

The institution has a chief executive officer whose primary responsibility is to the institution and who is not the presiding officer of the board.

Compliance: *Not Determined Yet*

Narrative:

To be based on Board of Trustees By-Laws.

Core Requirement 2.5: Planning & Evaluation

The institution engages in ongoing, integrated, and institution-wide planning and evaluation processes that incorporate systematic review of programs and services that (a) results in continuing improvement and (b) demonstrates that the institution is effectively accomplishing its mission. – *To be Revised at Dec. 2006 SACS-COC meeting.*

Compliance: *Not Determined Yet*

Narrative:

Approach developed was to break into the following steps:

- Factor in the likely changes to 2.5 this December since the changes are significant.
- Identify relevant questions/responses in the HU 1998 report.
- Analyze the differences between the 1998 requirements and the current/upcoming ones.
- Review recent sample responses from other institutions with respect to the upcoming changes.
- Identify relevant HU documents, including the new ones, such as minimum competencies.
- Develop a draft response.

Core Requirement 2.7.1: Program Length

[Hampton University] offers one or more degree programs based on at least 60 semester credit hours or the equivalent at the associate level; at least 120 semester credit hours or the equivalent at the baccalaureate level; or at least 30 semester credit hours or the equivalent at the post-baccalaureate, graduate, or professional level. The institution provides a written justification and rationale for program equivalency.

Compliance: *Compliant*

Narrative:

All Hampton University degree programs meet, or exceed, the total credit hour requirement for the degree level. Program length requirements are printed in the Hampton University Academic Catalog 2006-2008 at the associate (dw 1), baccalaureate (dw 2-HI, dw 2-CCE), masters (dw 3), specialist in education (dw 4), professional (dw 5-Architecture, dw 5-Pharmacy), and graduate doctoral levels (dw 6-Nursing, dw 6-PT, dw 6-Physics and Atmospheric Science). The five-year programs leading to the Master in Teaching (dw 7) or Master of Business Administration (dw 8) degrees have program lengths in excess of 160 credit hours. The College of Virginia Beach (dw 9) follows the same program length requirements as the undergraduate and graduate programs on the Main campus.

Link # dw 1: HU Acad. Cat. - p. 140 – column 2, (College of Continuing Education – A.A./A.S. section)

Link # dw 2-HI: HU Acad. Cat. - p. 47 – column 1 (Undergraduate College – B.A./B.S. section)

Link # dw 2-CCE: HU Acad. Cat. - p. 140 – column 1 (College of Continuing Ed. - B.A./B.S. section)

Link # dw 3: HU Acad. Cat. – p. 170 (Graduate College- The Master’s Degree)

Link # dw 4: HU Acad. Cat. – p.184 (EdS requirements)

Link # dw 5-Architecture: HU Acad. Cat. – p. 61 (M. Arch degree requirements)

Link # dw 5-Pharmacy: HU Acad. Cat. – p. 107-108 (Pharm D. degree requirements)

Link # dw 6-Nursing: HU Acad. Cat. – p. 194 (Ph.D. requirements)

Link # dw 6-PT: HU Acad. Cat. – p. 196 (D.P.T. requirements)

Link # dw 6-Physics and Atmospheric Science: HU Acad. Cat. – p. 199-200 (Ph.D. requirements)

Link # dw 7: HU Acad. Cat. – p. 187-189– (5-yr M.T.)

Link # dw 8: HU Acad. Cat. – p. 58– (5-yr M.B.A.)

Link # dw 9: HU Acad Cat – p. 159 – column 2 (CoVB-Academic Policies and Regulations)

Link # dw 10: HU Acad. Cat. – p. 147-148 (College of Continuing Education – A.A./A.S. section)

Link # dw 11: HU Acad. Cat. – p. 47 (Undergraduate College B.A./B.S. section)

Core Requirement 2.8:

The number of full-time faculty members is adequate to support the mission of the institution. The institution has adequate faculty resources to ensure the quality and integrity of its academic programs.

Compliance: *Not Determined Yet*

Narrative:

Many definitions and data pertaining to this section were researched through the offices of Institutional Research and the Registrar, through the HU web site and the faculty handbook. Nearly all the info needed to write this section has been gathered and a first draft is in progress.

Core Requirement 2.9:

The institution, through ownership or formal arrangements or agreements, provides and supports student and faculty access and user privileges to adequate library collections as well as to other learning and information resources consistent with the degrees offered. These collections and resources are sufficient to support all educational, research, and public service programs.

Compliance: *Not Determined Yet*

Narrative:

Many definitions and data pertaining to this section were researched through the offices of Institutional Research. Two members were assigned this section and both met with Mr. Edgcombe, who is currently helping document everything concerning this section. Mr. Edgcombe will prepare a description of the library resources made available through the Tidewater Consortium, VIVA (Virtual Library of Virginia), VICULA (Virginia Independent College and University Library Association), SOLINET (Southeastern Library Network) and OCLC (Online Computer Library Center). HU has 34,000 electronic books and access to 12,000 journals in 120 databases. He is going to find out who is keeping copies of the legal agreements with these library resources. He sends all contracts to Faye Hardy Lucas, the attorney for Hampton University.

We discussed how the university determines relevance of library /learning resources through the Library Liaison Program with each school. As far as adequacy of resources, he believes this is only addressed for schools that undergo professional accreditations.

In order to provide evidence that the library/learning resources support all of its educational programs, Mr. Edgcombe agreed to provide several items to us: number of searches done on electronic databases, number of ILL requests, and a breakdown of the number of books circulated by Library of Congress number. He is concerned that many databases (such as Science Direct) are interdisciplinary and the searches cannot be divided into disciplines easily.

Core Requirement 2.10 Student Support Programs, Services and Activities

The institution provides student support programs, services, and activities, consistent with its mission, that promote student learning and enhance the total growth and development of its students.

Compliance: *Not Determined Yet*

Narrative:

The most recent Student Handbook (the **2004** edition) was acquired. The committee member met with Dr. Bennie McMorris to discuss the relevant questions for consideration and the sample documentation required and she gave a short presentation to all of his staff at a department meeting to introduce myself, to describe the SACS process and to let them know what information was needed. Dr. McMorris listed the areas of student services he is responsible for.