

MARYLAND HIGHER EDUCATION COMMISSION

MEETING BOOKLET

Time: 10:00 AM – 1:00 PM
Wednesday, January 22, 2025

Place: Video Teleconference

Maryland Higher Education Commission

Catherine J. “Cassie” Motz, Chair

Chike Aguh, Vice Chair

Kathleen Bands, Ph.D.

Mickey L. Burnim, Ph.D.

Charlene Mickens Dukes, Ed.D.

Barbara Kerr Howe

Ray Serrano, Ph.D.

Rebecca Taber Staehelin

Sheila D. Thompson, Ph.D.

Craig A. Williams, Ph.D.

Janet E. Wormack, Ed.D.

Praise Alayode, Student Commissioner

Sanjay Rai, Ph.D.

Secretary

Wes Moore
Governor

Aruna Miller
Lt. Governor



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Governor

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Cassie Motz
Chair

Sanjay Rai, Ph.D.
Secretary

**Maryland Higher Education Commission
Meeting Agenda**

TIME: 10:00 a.m.
Wednesday
January 22, 2025

PLACE: Virtual
(via Google Meet video teleconference)

	Page	Action Item
Call to Order		
Chair’s and Secretary’s Remarks		
Public Comments		
Department of Finance and Administration – Mr. Geoffrey Newman		
Office of Finance Policy – Mr. Geoffrey Newman		
• FY 2027 Community College Construction Grant Program: State and Local Cost-Sharing Formula – Mr. Daniel Schuster.....	1	
Office of Student Financial Assistance – Mr. Al Dorsett		
• Approval of Proposed Amendment to COMAR 13B.08.22.02 – Teaching Fellows for Maryland Scholarship Program – Mr. Al Dorsett.....	3	*
Department of Academic Affairs – Dr. Emily Dow		
• Approval of Proposed Amendment to COMAR 13B.02.01.07 – Out-of-State Institutions of Higher Education Operating in Maryland – Dr. Emily Dow.....	5	*
Update on Workforce Needs Analysis – Dr. Emily Dow		
Adjournment		

**The next Commission meeting will be on Wednesday, February 26, 2025 @ 10 a.m.*



Wes Moore
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MEMORANDUM

DATE: January 22, 2025

TO: Maryland Higher Education Commission

FROM: Geoffrey F. Newman **STAFF:** Daniel D. Schuster

SUBJECT: FY 2027 Community College Construction Grant Program: State and Local Cost-Sharing Formula

The Community College Construction Grant Program provides State assistance for the construction and improvement of facilities at community colleges. This grant funds the construction of major new facilities, renovation of existing facilities, and improvements to campus infrastructure.

The level of State participation in capital projects for the community colleges is determined by two criteria: the portion of the project that meets the space eligibility requirements for State support, and the State and local cost-sharing formula prescribed in statute and calculated by the Maryland State Department of Education (MSDE). MSDE uses this cost-sharing formula to calculate the State's share in providing financial assistance for public education. The formula is based on a current expense calculation that considers the enrollment of students in elementary and secondary schools and county wealth (e.g. net taxable income, the assessed valuation of real property, and the assessed value of personal property).

Based on this cost-sharing formula, the State contributes between 50 percent and 70 percent of the eligible costs of a project for single-county-operated community colleges and 75 percent of the eligible costs of a project for regional community colleges. The table on the next page shows the percentage of State share for newly introduced projects in the Fiscal Year 2027 community college capital budget request.

Community College Capital Grant Program: Percentage of State Share: FY 2027

Allegany College of Maryland	70.0%	Garrett Community College	50.0%
Anne Arundel Community College	50.0%	Hagerstown Community College	65.9%
Carroll Community College	54.1%	Harford Community College	55.3%
Cecil Community College	59.2%	Howard Community College	50.0%
Chesapeake College (Regional)	75.0%	Montgomery College	50.0%
College of Southern Maryland (Regional)	75.0%	Prince George’s Community College	59.1%
Community College of Baltimore County	52.2%	Wor-Wic Community Col. (Regional)	75.0%
Frederick Community College	56.6%		

Source: Maryland State Department of Education, FY 2025 State Aid Calculations Report

RECOMMENDATION: This item is for informational purposes only.



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MEMORANDUM

DATE: January 22, 2025

TO: Maryland Higher Education Commissioners

FROM: Al Dorsett, Director, Office of Student Financial Aid

SUBJECT: Approval of Proposed Amendment to COMAR 13B.08.22.02 – Teaching Fellows for Maryland Scholarship Program

The Teaching Fellows for Maryland Scholarship Program is open to both full-time and part-time students. Under current regulations, undergraduate students are considered full-time if they enroll in at least 12 credits and part-time if they enroll in at least 6 credits, but fewer than 12 credits. Graduate students are considered full-time if they enroll in at least 9 credits and part-time if they enroll in at least 6 credits, but fewer than 9 credits. While these definitions for full-time and part-time are standard among MHEC scholarship programs, it has prevented some students from having sufficient funds to complete their program and has prevented some from being eligible all.

Given the severe teacher shortage in Maryland and the goal of the scholarship to increase the number of certified teachers in Maryland, the enclosed proposed amendments would alter these definitions to expand eligibility. Under the amended regulations, the definitions of full-time and part-time enrollment for graduate students would be based on the institution's own internal policy for classifying graduate students as full-time and part-time. Additionally, the definition for part-time enrollment for undergraduate students would be expanded to include those students enrolled in in less than 6 credits. These changes would increase the number of students able to utilize the available scholarship funds.

The proposed amendments have been approved for legality by MHEC's Assistant Attorney General as required by the Maryland Administrative Procedure Act and are now enclosed for your review and approval. Upon your approval, proposed regulations and regulatory amendments are submitted to the legislature's Joint Committee on Administrative, Executive, and Legislative Review (AELR), after which they are submitted to the Division of State Documents (DSD) for publication in the Maryland Register. After a public comment period, they may be brought back before the Commission for final adoption.

RECOMMENDATION: It is recommended that the Commission:

- (1) Approves for publication in the Maryland Register the enclosed proposed regulatory amendments altering the definitions of full-time and part-time within the Teaching Fellows for Maryland Scholarship Program; and
- (2) Authorizes its Assistant Attorneys General to make non-substantive edits to the proposed regulations to conform to the stylistic and formatting requirements of AELR and DSD.

Title 13B MARYLAND HIGHER EDUCATION COMMISSION

Subtitle 08 FINANCIAL AID

Chapter 22 Teaching Fellows for Maryland Scholarship Program

Authority: Education Article, §§11-105 and 18-204 and Title 18, Subtitle 22, Annotated Code of Maryland

.02 Definitions.

A. In this chapter, the following terms have the meanings indicated.

B. Terms Defined.

(1)—(4) text unchanged

(5) “Full-time” means enrollment in:

(a) ~~At least 12 credits per semester in~~For an undergraduate certificate or degree program, ~~at least 12 credits per semester~~; or

(b) ~~At least 9 credits per semester in~~For a graduate certificate or degree program, ~~the number of credits needed for the institution to classify the graduate student as full-time based on the institution’s policy~~.

(6)—(9) text unchanged

(10) “Part-time” means enrollment in:

(a) ~~At least 6 credits, but fewer than 12 credits, per semester in~~For an undergraduate certificate or degree program, ~~at least 1 credit, but fewer than 12 credits~~; or

(b) ~~At least 6 credits, but fewer than 9 credits, per semester in~~For a graduate certificate or degree program, ~~the number of credits needed for the institution to classify the graduate student as part-time based on the institution’s policy~~.

(11)—(14) text unchanged



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MEMORANDUM

DATE: January 22, 2025

TO: Maryland Higher Education Commissioners

FROM: Dr. Emily A. A. Dow, Assistant Secretary for Academic Affairs

SUBJECT: Approval of Proposed Amendment to COMAR 13B.02.01.07 –
Out-of-State Institutions of Higher Education Operating in Maryland

Under current regulations, out-of-State institutions operating a physical campus in Maryland are only allowed to offer academic programs that are similar to programs offered at its main or primary campus. This limits out-of-State institutions in providing academic programs that may help meet industry needs in Maryland.

The proposed regulatory change would allow an out-of-State institution to provide a justification for why a proposed program should be offered at its Maryland campus when that or a similar program is not offered at its main or primary campus. Under the proposed change, the Secretary could approve the academic program offering if the Secretary finds the justification to be sufficient. The proposed program would still be required to meet all MHEC regulatory requirements regarding academic programs. It would still be circulated to all other institutions of higher education in Maryland for comment or objection, and the Secretary would still deny any proposed program that was unreasonably duplicative or otherwise inconsistent with MHEC's statutory and regulatory obligations.

The proposed amendment has been approved for legality by MHEC's Assistant Attorney General as required by the Maryland Administrative Procedure Act and are now enclosed for your review and approval. Upon your approval, proposed regulations and regulatory amendments are submitted to the legislature's Joint Committee on Administrative, Executive, and Legislative Review (AELR), after which they are submitted to the Division of State Documents (DSD) for publication in the Maryland Register. After a public comment period, they may be brought back before the Commission for final adoption.

RECOMMENDATION: It is recommended that the Commission:

- (1) Approves for publication in the Maryland Register the enclosed proposed regulatory amendment regarding academic programs at out-of State institutions operating in Maryland; and
- (2) Authorizes its Assistant Attorneys General to make non-substantive edits to the proposed regulations to conform to the stylistic and formatting requirements of AELR and DSD.

Title 13B MARYLAND HIGHER EDUCATION COMMISSION

Subtitle 02 ACADEMIC REGULATIONS

Chapter 01 Requirements for Authorization of Out-of-State Degree-Granting Institutions to Operate in Maryland

Authority: Education Article, §11-202, Annotated Code of Maryland

.07 Institutional Initial Approval Process.

A.—E. (text unchanged)

F. Secretary's Grant of Approval to Operate in Maryland.

(1) The Secretary shall grant the certificate of approval to the out-of-State institution to operate in Maryland on such conditions as may be considered appropriate, if the Secretary is satisfied that:

(a) The application and documentation submitted by the institution is in compliance with this chapter and the institution is in compliance with this chapter;

(b) The institution is fully accredited by an organization recognized as an accrediting agency by the U.S. Department of Education to grant institutional accreditation; and

(c) The programs to be offered in Maryland are similar to programs offered at its main or primary campus, unless the Secretary finds that the institution has provided sufficient justification otherwise.

(2) The Secretary shall notify the chief executive officer of the institution in writing of the official action taken by the Secretary.

G.—I. (text unchanged)



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Maryland Higher Education Commission 2025 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.

Commission meetings (meeting modality TBD) are held on the 4th Wednesday of each month from 10:00 a.m. to 1:00 p.m., with certain exceptions noted below.

Scheduled Meeting Dates for 2025

January 22, 2025

February 26, 2025

March 26, 2025

April 23, 2025

May 28, 2025

June 25, 2025

July 23, 2025

August 27, 2025

September 17, 2025

(3rd Wednesday)

10:00 a.m. to 4:00 p.m.

October 22, 2025

November 19, 2025

(3rd Wednesday)

December 10, 2025

(2nd Wednesday)

Dates, times, and details are subject to change.

Please check this website for the most up-to-date information:

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

MARYLAND HIGHER EDUCATION COMMISSION

6 N. Liberty Street • 10th Floor • Baltimore, MD 21201

T 410.767.3300 • 800.974.0203 • F 410.332.0270 • TTY for the Deaf 800.735.2258 www.mhec.maryland.gov