

MARYLAND HIGHER EDUCATION COMMISSION

MEETING BOOKLET

Time: 1:00 PM
Wednesday, August 25, 2021

Place: Video Teleconference
(GoToMeeting)

Maryland Higher Education Commission

Mary Pat Seurkamp, Ph.D., Chair

Donna M. Mitchell, Vice Chair

Senchal D. Barrolle, Esq.

Vivian S. Boyd, Ph.D.

Lewis R. Brown, Ed.D.

James E. Coleman

Vera R. Jackson, Ph.D.

Charles McDaniels, Jr.

James B. Sellinger, Sr.

Ray Serrano, Ph.D.

Craig A. Williams, Ph.D.

Haleemat Y. Adekoya, Student Commissioner

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

Mary Pat Seurkamp, Ph. D.
Chair

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

Maryland Higher Education Commission Meeting Agenda

TIME: 1:00 p.m.
Wednesday
August 25, 2021

PLACE: Video Teleconference
(GoToMeeting)

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• June 28, 2021		
• June 28, 2021 Closed Session Minutes		
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<u>Department of Academic Affairs – Dr. Emily Dow</u>		
Report on Institutions of Higher Education Program Review: Secretary Actions for Quarter 1 (January 1, 2021 – March 31, 2021) – Ms. Trish Gordon McCown	11	
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Report on VA Education Benefits: MD SAA Actions for Quarter 2 (January 1, 2021 – March 30, 2021) – Ms. Trish Gordon McCown	31	
Final Adoption of COMAR Amendments – Certification Standards and Procedures for Emergency Services Instructors – Ms. Alexia Van Orden	34	*
Emergency Adoption and Approval of Proposed Amendments to COMAR – Financial Guarantee Requirements for Private Career Schools – Dr. Emily Dow	37	*
Adjournment		

**The next Commission meeting is on Wednesday, September 22, 2021 @ 10:00 AM.*

Maryland Higher Education Commission
Meeting Minutes

June 23, 2021
1:00 p.m.

The Maryland Higher Education Commission (MHEC) met on Wednesday, June 23, 2021 via video teleconference (GoToMeeting).

Commission members present:

Andrew R. Smarick, Chair	Sydney Miller, Student Commissioner
Senchal D. Barrolle, Esq.	James B. Sellinger, Sr.
Vivian S. Boyd, Ph.D.	Mary Pat Seurkamp, Ph.D.
Vera R. Jackson, Ph.D.	John W. Yaeger, Ed.D.
Charles McDaniels, Jr.	

Commission members absent:

Lewis R. Brown, Ed.D.	Donna M. Mitchell, Vice Chair
James E. Coleman	

Staff members present:

James D. Fielder, Ph.D.	Emily A. A. Dow, Ph.D.
Bryson Barksdale	Jennifer Katz
Soma Kedia	Trish Gordon McCown
Lee Towers	Thuy Langrill-Miles
Karen King-Sheridan	

Call to Order

The meeting was called to order by **Chair Smarick** at approximately 1:02 p.m. A meeting quorum was established with nine (9) out of twelve (12) members present.

Chair's Remarks

Chair Smarick recognized Commissioners Miller and Yaeger, as their terms are ending soon. He thanked Commissioner Miller for her diligent service and Commissioner Yaeger for his many years of service, adding that he learned a lot from him.

Secretary's Remarks

Secretary Fielder also thanked Commissioners Miller and Yaeger for their service. He noted that Commissioner Miller did an excellent job of bringing the student perspective to the table, and he expressed appreciation for Commissioner Yaeger's knowledge of the higher education

field. **Secretary Fielder** also congratulated the Office of Research and Policy Analysis on hiring a new Associate Director.

Public Comments

There were no public comments.

Commission Minutes Approval

Commissioner Seurkamp motioned to approve the minutes from the May 26, 2021 meeting, the June 8, 2021 meeting, and the June 8, 2021 closed session. **Commissioner Jackson** seconded the motion. The motion was approved unanimously.

Commissioner Committee Updates

Education Policy Committee: Commissioner Yaeger thanked everyone for their kind words and remarked that it was a privilege to serve on the Commission.

He reported that their last meeting was very productive, noting two requests from the Joint Chairmen's Report. The first was a request that MHEC convene a workgroup to develop uniform standards for the awarding of credit for prior learning. The second requested that MHEC collect internal validity studies from institutions used to select the most effective assessment tools to identify students needing remediation.

Commissioner Yaeger also suggested that a member of every Committee serve on the Diversity, Equity, and Inclusion Committee in order to improve collaboration. Lastly, he announced that Commissioner Boyd agreed to be the Chair of the Education Policy Committee.

Outreach, Grants, and Financial Assistance Committee: Commissioner Jackson did not have any updates to share, but she thanked MHEC staff for their continued fine work.

Finance and Operations Committee: There was no update, as Vice Chair Mitchell was not present.

Diversity, Equity, and Inclusion Committee: Chair Smarick reported that there was only one Commissioner who volunteered to serve on the Committee so far. He encouraged more Commissioners to step forward.

2020-2021 Faculty Advisory Council: Report of Recommendations – Information Item

Chair Smarick recognized Dr. Emily Dow, Assistant Secretary for Academic Affairs, who asked Dr. James Coker of the University of Maryland Global Campus, outgoing Chair of the Faculty Advisory Council, to present the Report of Recommendations. Dr. Coker introduced Dr. Shinta Hernandez from Montgomery College, who is the incoming Chair of the Council, and highlighted a few topics in the report:

- Faculty Professional Development – The Faculty Advisory Council recommends statewide support for faculty professional development in the relevant areas of racial equity and social justice, effective teaching and learning best practices in various modalities, mental health and self-care, and faculty mentoring and leadership.
- Social Justice and Systemic Racism Recommendations – Among others, this includes the creation of a statewide archive of resources relevant to social justice in higher education with the intended purpose of sharing strategies, best practices, and innovations that may increase institutional and social change.
- Open Educational Resources (OER) Recommendations – These recommendations include the consolidation of Communities of Practice and other workgroups from Maryland higher education institutions to identify benefits, challenges, and solutions related to OER discovery, adoption, and evaluation.

These are topics that were discussed during the 2020-2021 academic year. The report lists the Council’s recommendations to the Commission for implementation, either by staff or Maryland higher education segments or institutions. Dr. Dow added that the Council met every month, and members represent various higher education institutions in Maryland.

Review Meeting – Proposal of the University of Maryland Global Campus for a Substantial Modification to the Community College Policy and Administration AoC within the Doctor of Management Program

Chair Smarick recognized Ms. Soma Kedia, Assistant Attorney General, who will facilitate the review meeting. Ms. Kedia advised the Secretary that he will present first and be given 30 minutes, which will be divided between his initial presentation and any responsive remarks. The proposing institution (University of Maryland Global Campus) will present next and also be given 30 minutes. Lastly, the objecting institution (Morgan State University) will be allowed to present for 10 minutes.

Chair Smarick recognized **Secretary Fielder** who stated that MHEC’s careful review and analysis of the proposal by the University of Maryland Global Campus (UMGC) revealed that the proposed program would unreasonably duplicate Morgan State University’s (MSU) existing doctoral program, causing it demonstrable harm. MSU’s program, created in 1998, is unique and high-demand, accounting for about 27% of all their doctoral enrollment. He further explained that UMGC’s AoC (Area of Concentration) was approved in 2009, despite MSU having a similar program. Because the programs were found to be duplicative, UMGC received a conditional approval to limit their enrollment to out-of-state students. MSU requested a review of the decision, and the Commission affirmed the conditional approval. Since that time, MSU has expanded its program, offering both online and in-person modalities. The substantial modification request from UMGC reflects curricular changes driven by an internal study to identify the current needs of community college leaders. Prior to this request, UMGC suspended its program in 2020 for the purpose of curriculum reform and program improvement.

Dr. Dow added that the degree level (doctorate/graduate) is the same for both programs, and both are offered online. **Secretary Fielder** also noted that MSU’s enrollment has remained steady at

around 150 students each year. UMGC has seen smaller enrollments, in comparison. The expansion of UMGC's program makes it more similar to MSU's program.

Commissioner Yaeger asked if the programs would still be duplicative if the AoC was not offered by UMGC. Dr. Dow explained that UMGC previously had multiple concentrations within their Doctor of Management program, including this specific AoC. Currently, the Community College leadership program is the only concentration in the doctoral program.

Chair Smarick recognized the representatives from UMGC, including President Gregory Fowler who explained that their program was first established in 2009 at the request of the American Association of Community Colleges, due to the workforce demand at the time. Their program was conditionally approved by MHEC to be offered to out-of-state students only. President Fowler also expressed concern regarding the implications of the Secretary's decision, noting that MHEC should not apply state-specific duplication criteria to distance-education programs offered only to out-of-state students. Such a practice becomes a disadvantage to Maryland institutions as they compete nationally. In order to fulfill their mission, they must be able to offer current, relevant, high-quality programs and to update these programs periodically as the needs of their students change and the demands of the workforce evolve.

Ms. Blakely Pomietto, Senior Vice President and Chief Academic Officer, noted that both MSU and UMGC's programs have successfully co-existed for over a decade. She shared four (4) reasons in support of a reversal of the Secretary's decision:

1. The proposed curriculum updates to the DMCCPA are educationally justified for the program to meet industry and academic quality standards.
2. The UMGC and MSU programs have successfully co-existed for over a decade. UMGC's updated program will continue to serve a unique market.
3. The Secretary erroneously applied the COMAR in-state program duplication regulations in the DMCCPA denial decision. The degree is not offered in Maryland.
4. The UMGC and MSU programs are a case of reasonable program duplication.

Ms. Pomietto also highlighted some differences between the two programs, including the fact that MSU requires an internship, while UMGC does not. MSU's core focus is a traditional educational leadership approach; UMGC's core focus consists of interdisciplinary fields of management and policy studies. In addition, MSU's program generally takes 6 years to complete, while UMGC's program takes 3-3.5 years to finish.

Commissioner Yaeger remarked that if UMGC's admission standards are less restrictive, wouldn't they be drawing prospective students away from MSU? Ms. Pomietto responded that they are fulfilling their mission as an "open university" by having less restrictive admission standards. President Fowler added that they attract a very different group of students. **Chair Smarick** asked if the substantial modification makes the programs more similar, do they not become duplicative? Ms. Pomietto replied that the changes are more to the structure of the program (rather than content) in order to serve and support their student population, as they attract very different students. **Commissioner Boyd** asked their primary reason for requesting a reversal of the Secretary's decision. Ms. Pomietto answered that UMGC's students are

exclusively from outside of Maryland, while MSU's students are in-state. The in-state program duplication regulations were incorrectly applied to their program. **Commissioner Jackson** inquired if there are any in-person opportunities in UMGC's program. Ms. Pomietto responded that there is one weekend residency per term.

Chair Smarick recognized **Secretary Fielder** for responsive remarks. **Secretary Fielder** remarked that the Commission has jurisdiction to deny a substantial modification request based on unreasonable duplication. In this case, the modification would cause harm to an HBCU's (Historically Black College or University) existing program. The state's interests are affected (though UMGC's program is geared to out-of-state students) because UMGC is using state resources to implement a modification that would compete with an HBCU's program. If an HBCU comes forward with evidence that a modification would duplicate their program, and there is no educational justification for the duplication, MHEC has the authority to deny the request. Dr. Dow added that MHEC has an obligation to review program proposals for duplication. It has an added obligation in its evaluation if an HBCU has a similar, existing, unique and high-demand program. They must determine if there is educational justification to operate both programs. As MSU offers their program online now, the duplication is greater. There is no educational justification for both programs to be offered.

Chair Smarick recognized UMGC for responsive remarks. Ms. Pomietto stated that if the Secretary's decision is allowed to stand, other institutions outside of Maryland will continue to compete for the same students. This will result in a lack of economic impact that UMGC would have been able to contribute. President Fowler added that if the Secretary's decision is not reversed, a precedent would be set, hindering the expansion of programs by other institutions in the state.

Chair Smarick recognized the representatives from Morgan State University. Dr. Glenda Prime, Dean of the School of Education and Urban Studies, spoke on behalf of MSU, noting that both programs are almost indistinguishable. 77% of UMGC's non-dissertation courses are duplicative. As MSU's program is available online now, its reach extends nationally and globally. Thus, UMGC's program would cause demonstrable harm to theirs. Dr. Prime asserted that MSU's program might have grown even more, if initially protected from duplication (in 2009). UMGC's proposed substantial modification would increase duplication.

Commissioner McDaniels asked the number of non-Maryland students currently enrolled in MSU's program. Dr. Prime answered that 30% are non-Maryland students. **Commissioner Sellinger** asked the total number of students currently enrolled in the program. Dr. Prime answered that there are 153 students currently enrolled.

Commissioner Boyd made a motion to enter into a closed session to perform an administrative function and receive legal advice. **Commissioner Barrolle** seconded the motion. Ms. Kedia called the roll:

Barrolle – YES

Boyd – YES

Jackson – YES

McDaniels – YES
Miller – YES
Sellinger – YES
Seurkamp – YES
Smarick – YES
Yaeger – YES

The motion was approved unanimously.

Adjournment

The meeting adjourned at approximately 2:25 p.m.

For inclusion in the open session minutes of the Commission's June 23, 2021 meeting

Closed Session Minutes:

On June 23, 2021, during a regular meeting at 1:00 p.m. held online via GoToMeeting, the Maryland Higher Education Commission voted to move into closed session. The closed session was held online via GoToMeeting, through a non-public link separate from that used for the open session portion of the meeting. The purpose of the closed session was to review the Secretary's decision not to approve a substantial modification to a degree program under COMAR 13B.02.03.28. The program was a Doctor of Management with a concentration in Community College Policy and Administration by the University of Maryland Global Campus.

The Commission members who voted in favor of meeting in closed session were: Senchal Barrolle, Vivian Boyd, Vera Jackson, Charles McDaniels, James Sellinger, Mary Pat Seurkamp, Andy Smarick, John Yaeger, and Sydney Miller. Commissioners not in attendance were: Lewis Brown, James Coleman, and Donna Mitchell.

The statutory authorities for closing the session were §§ 3-305 and 3-103 of the General Provisions Article of the Annotated Code of Maryland. Specifically, the session was closed under § 3-103(a) to carry out the administrative function of reviewing a program proposal pursuant to Title 11 of the Education Article, Annotated Code of Maryland; and under § 3-305(b)(7) to obtain the legal advice of counsel regarding program review.

The topic of discussion at the closed session was the review of the Secretary's decision not to approve the proposed substantial modification to the University of Maryland Global Campus' Doctor of Management under COMAR 13B.02.03.28. The persons present were: Commissioners Senchal Barrolle, Vivian Boyd, Vera Jackson, Charles McDaniels, James Sellinger, Mary Pat Seurkamp, Andy Smarick, John Yaeger, and Sydney Miller; and Assistant Attorney General Soma Kedia. The action taken during closed session was to defer a vote on the program proposal in order to obtain more information from the review participants, and to schedule a special commission meeting to continue discussion and make a final decision regarding the program proposal.

Maryland Higher Education Commission
Meeting Minutes

June 28, 2021
1:00 p.m.

The Maryland Higher Education Commission (MHEC) met on Monday, June 28, 2021 via video teleconference (GoToMeeting).

Commission members present:

Andrew R. Smarick, Chair	Sydney Miller, Student Commissioner
Senchal D. Barrolle, Esq.	James B. Sellinger, Sr.
Vera R. Jackson, Ph.D.	Mary Pat Seurkamp, Ph.D.
Charles McDaniels, Jr.	

Commission members not present:

Vivian S. Boyd, Ph.D.	Donna M. Mitchell, Vice Chair
Lewis R. Brown, Ed.D.	John W. Yaeger, Ed.D.
James E. Coleman	

Staff members present:

James D. Fielder, Ph.D.	Soma Kedia
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Call to Order

The meeting was called to order by **Chair Smarick** at approximately 1:01 p.m. A meeting quorum was established with seven (7) out of twelve (12) members present.

Chair's Remarks

The Chair did not offer any remarks.

Secretary's Remarks

Secretary Fielder thanked everyone for joining the meeting, but did not offer other remarks.

Vote for Closed Session to Discuss June 23, 2021 Review Meeting – Action Item

Commissioner Seurkamp moved that the Commission go into a closed session to discuss the June 23, 2021 review meeting. **Commissioner McDaniels** seconded the motion. The motion was approved unanimously.

Adjournment

The meeting adjourned at approximately 1:04 p.m.

For inclusion in the open session minutes of the Commission's June 28, 2021 meeting

Closed Session Minutes:

On June 28, 2021, during a special meeting at 1:00 p.m. held online via GoToMeeting, the Maryland Higher Education Commission voted to move into closed session. The closed session was held online via GoToMeeting, through a non-public link separate from that used for the open session portion of the meeting. The purpose of the closed session was to further review the Secretary's decision not to approve a substantial modification to a degree program under COMAR 13B.02.03.28. The program was a Doctor of Management with a concentration in Community College Policy and Administration by the University of Maryland Global Campus.

The Commission members who voted in favor of meeting in closed session were: Senchal Barrolle, Vera Jackson, Charles McDaniels, James Sellinger, Mary Pat Seurkamp, Andy Smarick, and Sydney Miller. Commissioners not in attendance were: Vivian Boyd, Lewis Brown, James Coleman, Donna Mitchell, and John Yaeger.

The statutory authorities for closing the session were §§ 3-305 and 3-103 of the General Provisions Article of the Annotated Code of Maryland. Specifically, the session was closed under § 3-103(a) to carry out the administrative function of reviewing a program proposal pursuant to Title 11 of the Education Article, Annotated Code of Maryland; and under § 3-305(b)(7) to obtain the legal advice of counsel regarding program review.

The topic of discussion at the closed session was the review of the Secretary's decision not to approve the proposed substantial modification to the University of Maryland Global Campus' Doctor of Management under COMAR 13B.02.03.28 and the Review Meeting that occurred on June 23, 2021. The persons present were: Commissioners Senchal Barrolle, Vera Jackson, Charles McDaniels, James Sellinger, Mary Pat Seurkamp, Andy Smarick, John Yaeger, and Sydney Miller; and Assistant Attorney General Soma Kedia. The action taken during closed session was to uphold the Secretary's decision not to approve the substantial modification.



Larry Hogan
Governor

Boyd K. Rutherford
Lt. Governor

Mary Pat Seurkamp, Ph.D.
Chair

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

MEMORANDUM

DATE: August 25, 2021

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
 Bryson Barksdale, Online Education Analyst, Collegiate Affairs

SUBJECT: Report on Institutions of Higher Education Program Review: Secretary Actions for Quarter 1 (January 1, 2021 to March 31, 2021)

During the current reporting period, the Secretary of Higher Education acted on a total of **100** academic program proposals requiring review under Code of Maryland Regulations (COMAR) 13B.02.03, 13B.02.01, and 13B.05.01. The actions are outlined immediately below.

Actions for In-State Institutions (ISI)	Number of Actions	Segment
Programs Objected to	6	at independent colleges and universities
	0	at public four-year colleges and universities
	0	at public community colleges
New Degree Programs	10	at independent colleges and universities
	3	at public four-year colleges and universities
	2	at public community colleges
New Certificate Programs	1	at independent colleges and universities
	4	at public four-year colleges and universities
	3	at public community colleges
New Areas of Concentration	0	at independent colleges and universities
	0	at public four-year colleges and universities
	3	at public community colleges
Substantial Modifications to Existing Program	0	at independent colleges and universities
	0	at public four-year colleges and universities
	0	at public community colleges
Non-substantial Modifications to Existing Program	20	at independent colleges and universities
	16	at public four-year colleges and universities

	22	at public community colleges
Withdrawn Proposals	0	at independent colleges and universities
	3	at public four-year colleges and universities
	0	at public community colleges
Institutional Program Partnerships	1	at independent colleges and universities
	3	at public four-year colleges and universities
	0	at public community colleges
Proposals Not Approved or Recommended	1	at independent colleges and universities
	0	at public four-year colleges and universities
	0	at public community colleges
Quarter 1 Total Actions for ISI <i>objections not included in this total</i>	33	at independent colleges and universities
	29	at public four-year colleges and universities
	30	at public community colleges
	92	

Actions by Out-of-State Institutions (OOS)	Number of Actions*	Segment
Programs Objected to	0	at out-of-state institutions <i>* Unlike in-state proposals, approval of out-of-state institutions expires each August 31st. Institutions not under extended approval submit a request for renewed approval annually, typically by March 31st. Also, of note, the majority of out-of-state institutions are now under extended approval for five years and submit an application only for new programs requested during the extended approval period.</i>
New Programs	0	
Renewal Programs	0	
Conditionally Authorized Programs	0	
New Areas of Concentration	0	
Suspended Program	0	
Discontinued Programs	28**	
Programs Withdrawn	0	
Programs Not Authorized	0	
Institution Closures	3	
Quarter 1 Total Actions for OOS <i>objections not included in this total</i>	3	

** Universidad Ana G. Mendez ceased operations of three Maryland campuses (Carolina, Cupey, and Gurabo) that offered a total of 28 programs.

Actions for Online Registration Institutions (OR) <i>Out-of-State Fully Online Distance Education Programs</i>		Number of Actions	Segment
New Applications		4	at out-of-state Institutions not participating in the National Council for State Authorization Reciprocity Agreements (NC-SARA)
Renewal Applications		1	
Applications Withdrawn		0	
Applications Denied		0	
New Programs	27		
Renewal Programs	42		
Maryland Residents in New Programs	0		
Maryland Residents in Renewal Programs	18		
Quarter 1 Total Actions for OR		5	

Quarter 1 Total Actions for ISI, OOS, and OR <i>objections not included in this total</i>	100
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I. PROGRAM OBJECTIONS – 6

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, 2021 to March 31, 2021.

Proposing Institution	Program Proposed	Objecting Institution	Objection Rationale	Action	Rationale for Action	Action Date
Notre Dame of Maryland University	Actuarial Science	Morgan State Univ.	Unreasonable Duplication	Not Recommended	Unreasonably Duplicative	1/26/21
Loyola University Maryland	Information Systems & Data Analytics	Morgan State Univ.	Unreasonable Duplication	Recommended	Not Unreasonably Duplicative	1/27/21
Loyola University Maryland	Leadership and Organizational Effectiveness	Morgan State Univ.	Unreasonable Duplication	Recommended	Not Unreasonably Duplicative	1/27/21
Loyola University Maryland	Marketing	Morgan State Univ.	Unreasonable Duplication	Recommended	Not Unreasonably Duplicative	1/27/21
Loyola University Maryland	Finance	Morgan State Univ.	Unreasonable Duplication	Recommended	Not Unreasonably Duplicative	1/27/21
Loyola University Maryland	International Business	Salisbury Univ.*	Unreasonable Duplication	Recommended	Not Unreasonably Duplicative	2/2/21

**Salisbury University withdrew their objection.*

II. NEW DEGREE PROGRAMS APPROVED/RECOMMENDED – 15

Independent Four-Year Colleges and Universities – 10

Institution	Degree Award	Academic Program Name	Action Date
Johns Hopkins University	MS (Master of Science)	Medical Physics	1/25/21
Capitol Technology University	Doc (Doctorate)	Real Estate Management	1/25/21
Loyola University Maryland	BBA (Bachelor of Business Administration)	Information Systems & Data Analytics	1/27/21
Loyola University Maryland	BBA (Bachelor of Business Administration)	Leadership and Organizational Effectiveness	1/27/21
Loyola University Maryland	BBA (Bachelor of Business Administration)	Marketing	1/27/21
Loyola University Maryland	BS (Bachelor of Science)	Finance	1/27/21
SANS Technology Institute	BS (Bachelor of Science)	Applied Cybersecurity	2/1/21
Loyola University Maryland	BBA (Bachelor of Business Administration)	International Business	2/2/21
Capitol Technology University	Doc (Doctorate)	Space Cybersecurity	3/31/21
Johns Hopkins University	MA (Master of Arts)	Strategic and Intelligence Studies	3/31/21

Public Four-Year Colleges and Universities – 3

Institution	Degree Award	Academic Program Name	Action Date
University of Maryland Eastern Shore	BS (Bachelor of Science)	Sport Management	2/5/21
Morgan State University	BS (Bachelor of Science)	Mechatronics Engineering	2/5/21
Coppin State University	MS (Master of Science)	Clinical Mental Health Counseling Rehabilitation	2/17/21

Community Colleges – 2

Institution	Degree Award	Academic Program Name	Action Date
Prince George's Community College	AS (Associate of Science)	Information Technology	1/15/21
Wor-Wic Community College	AAS (Associate of Applied Science)	Culinary Arts	3/19/21

III. NEW CERTIFICATE PROGRAMS APPROVED/RECOMMENDED - 8

Independent Four-Year Colleges and Universities – 1

Institution	Degree Award	Academic Program Name	Action Date
Women's Institute of Torah Seminary	UDC (Upper Division Certificate)	Graphic Design	1/22/21

Public Four-Year Colleges and Universities – 4

Institution	Degree Award	Academic Program Name	Action Date
University of Maryland, College Park	PBC (Post-Baccalaureate Certificate)	Innovation and Entrepreneurship	1/29/21
Coppin State University	UDC (Upper Division Certificate)	Entrepreneurship and Innovation	3/24/21
University of Maryland, Baltimore	PC (Professional Certificate)	Neonatal Nurse Practitioner	3/24/21
University of Maryland, Baltimore	PC (Professional Certificate)	Nurse Anesthesia	3/24/21

Community Colleges – 3

Institution	Degree Award	Academic Program Name	Action Date
Allegany College of Maryland	LDC (Lower Division Certificate)	Forensics	2/1/21
Wor-Wic Community College	LDC (Lower Division Certificate)	Culinary Arts	3/23/21
Allegany College of Maryland	LDC (Lower Division Certificate)	Brewing Operations	3/24/21

IV. NEW AREAS OF CONCENTRATION APPROVED/RECOMMENDED – 3

Independent Four-Year Colleges and Universities – 0

Public Four-Year Colleges and Universities – 0

Community Colleges – 3

Institution	Degree Award	Academic Program Name	Area of Concentration	Action Date
Allegany College of Maryland	AS (Associate of Science)	Criminal Justice Transfer	Forensics	2/1/21
Wor-Wic Community College	AA (Associate of Arts)	General Studies Transfer	English	3/23/21
Wor-Wic Community College	AAS (Associate of Applied Science)	Business Management	Professional License Studies	3/23/21

V. SUBSTANTIAL MODIFICATIONS APPROVED/RECOMMENDED – 0

Independent Four-Year Colleges and Universities – 0

Public Four-Year Colleges and Universities – 0

Community Colleges – 0

VI. NON-SUBSTANTIAL MODIFICATIONS APPROVED/RECOMMENDED – 58

Independent Four-Year Colleges and Universities – 20

Institution	Degree Award	Academic Program Name	Area of Concentration	Review Action	Action Date
McDaniel College	MS (Master of Science)	Educational Leadership		Change Program Modality NOM	3/31/21
Washington Adventist University	BS (Bachelor of Science)	Biochemistry		Suspend Program	1/14/21
Washington Adventist University	BS (Bachelor of Science)	General Studies		Change Program Modality	1/14/21
Washington Adventist University	BS (Bachelor of Science)	Chemistry		Suspend Program	1/14/21
Washington Adventist University	BA (Bachelor of Arts)	Communications		Suspend Program	1/14/21
Washington Adventist University	BA (Bachelor of Arts)	Music Education		Suspend Program	1/14/21
Washington Adventist University	BA (Bachelor of Arts)	Science Education	Mathematics	Suspend Program	1/14/21
Washington Adventist University	BS (Bachelor of Science)	Mathematics		Suspend Program	1/14/21
Washington Adventist University	BA (Bachelor of Arts)	English Education		Suspend Program	1/14/21
Washington Adventist University	BA (Bachelor of Arts)	History		Suspend Program	1/14/21
Washington Adventist University	BS (Bachelor of Science)	Political Studies		Suspend Program	1/14/21
Washington Adventist University	BA (Bachelor of Arts)	Early Childhood Education/Special Education		Suspend Program	1/14/21
Washington Adventist University	BA (Bachelor of Arts)	Elementary Education/Special Education		Suspend Program	1/14/21
Women's Institute of Torah Seminary				Institutional Name Change	1/20/21

St. John's College				Institutional Approval to offer Distance Ed	2/1/21
St. John's College	MA (Master of Arts)	Liberal Arts		Change Program Modality	2/1/21
Maryland University of Integrative Health	PBC (Post-Baccalaureate Certificate)	Chinese Herbs		Change Program Title	2/8/21
Maryland University of Integrative Health	MS (Master of Science)	Oriental Medicine (M.Om.)		Change Program Title	2/8/21
Maryland University of Integrative Health	Doc (Doctorate)	Oriental Medicine (M.Om.)		Change Program Title	2/8/21
Johns Hopkins University	PBC (Post-Baccalaureate Certificate)	Government Analytics		Change Program Title	3/31/21

Public Four-Year Colleges and Universities – 16

Institution	Degree Award	Academic Program Name	Area of Concentration	Review Action	Action Date
University of Maryland, Baltimore County	BA (Bachelor of Arts)	Health Science and Policy		Change Program Title	3/29/21
University of Maryland, Baltimore County	UDC (Upper Division Certificate)	Web Development		Change Program Title	3/29/21
Salisbury University	BS (Bachelor of Science)	Community Health		Change Program Title	3/22/21
Salisbury University	BS (Bachelor of Science)	Community Health		Code Change	3/29/21
University of Maryland, Baltimore	MS (Master of Science)	Law		Change Program Modality	1/15/21
Towson University	MA (Master of Arts)	Gifted and Creative Education		Change Program Modality	2/8/21
University of Maryland Eastern Shore	BS (Bachelor of Science)	Mathematics		Suspend Program	3/24/21
Frostburg State University	BS (Bachelor of Science)	Ethnobotany		Suspend Program	3/24/21
University of Maryland, College Park	MS (Master of Science)	Quantitative Finance		Change Program Modality	3/24/21
University of Maryland, College Park	MS (Master of Science)	Finance		Change Program Modality	3/24/21
University of Maryland, College Park	MS (Master of Science)	Business and Management		Change Program Modality	3/24/21
University of Maryland, College Park	MS (Master of Science)	Marketing Analytics		Change Program Modality	3/24/21
University of Maryland, College Park	MS (Master of Science)	Information Systems		Change Program Modality	3/29/21
University of Maryland, College Park	MS (Master of Science)	Accounting		Change Program Modality	3/29/21

University of Maryland, College Park	MS (Master of Science)	Geospatial Information Sciences		Change Program Modality	3/29/21
Salisbury University	MS (Master of Science)	Applied Health Physiology		Change Program Title	3/29/21

Community Colleges – 22

Institution	Degree Award	Academic Program Name	Area of Concentration	Review Action	Action Date
Anne Arundel Community College	AAS (Associate of Applied Science)	Health Information Technology		Discontinued Program	1/15/21
Hagerstown Community College	LDC (Lower Division Certificate)	Geothermal Energy Installation Service, Alternative Energy Technology		Non-Substantial Program Change	1/15/21
Hagerstown Community College	AAS (Associate of Applied Science)	Alternative Energy Technology		Non-Substantial Program Change	1/15/21
Hagerstown Community College	AAS (Associate of Applied Science)	Advanced Manufacturing Systems		Non-Substantial Program Change	1/15/21
Hagerstown Community College	AAS (Associate of Applied Science)	Commercial Transportation Administration		Non-Substantial Program Change	1/15/21
Hagerstown Community College	AA (Associate of Arts)	Arts and Sciences	History	Non-Substantial Program Change	1/15/21
Harford Community College	AA (Associate of Arts)	Communication Studies		Change Program Modality	1/15/21
Cecil College	AAS (Associate of Applied Science)	Cybersecurity		Change Program Modality	1/15/21
Hagerstown Community College	AAT (Associate of Arts in Teaching)	Elementary/Special Education		Non-Substantial Program Change	2/1/21
Allegany College of Maryland	LDC (Lower Division Certificate)	Event Management		Change Program Title	2/1/21
Community College of Baltimore County	LDC (Lower Division Certificate)	Air Traffic Control		Reactivate Program	3/19/21
Community College of Baltimore County	LDC (Lower Division Certificate)	Aviation Management		Reactivate Program	3/19/21
Wor-Wic Community College	AAS (Associate of Applied Science)	Hotel-Motel-Restaurant Management	Culinary Arts	Suspend Program	3/23/21
Wor-Wic Community College	AAS (Associate of Applied Science)	Office Technology	Medical Office	Suspend Program	3/23/21
Wor-Wic Community College	LDC (Lower Division Certificate)	Office Technology		Suspend Program	3/23/21
Community College of Baltimore County	LDC (Lower Division Certificate)	Air Traffic Control		Non-Substantial Program Change	3/23/21

Community College of Baltimore County	LDC (Lower Division Certificate)	Flight Attendant		Reactivate Program	3/25/21
Anne Arundel Community College	LDC (Lower Division Certificate)	Advanced Digital Forensics		Change Program Modality	3/26/21
Anne Arundel Community College	LDC (Lower Division Certificate)	Digital Forensics		Change Program Modality	3/26/21
Anne Arundel Community College	AAS (Associate of Applied Science)	Information Assurance and Cybersecurity	Digital Forensics	Change Program Modality	3/26/21
Anne Arundel Community College	AAS (Associate of Applied Science)	Information Assurance and Cybersecurity	Networking	Change Program Modality	3/26/21
Anne Arundel Community College	AAS (Associate of Applied Science)	Skilled Professional Trades Management		Statewide and Health Manpower Designations	3/26/21

VII. WITHDRAWN PROPOSAL – 3

Independent Four-Year Colleges and Universities – 0

Public Four-Year Colleges and Universities – 3

Institution	Degree Award	Academic Program Name	Area of Concentration	Action Date
Frostburg State University	M.Ed (Master of Education)	Education	Curriculum and Instruction	2/6/21
Frostburg State University	M.Ed (Master of Education)	Education	Literacy	2/6/21
Frostburg State University	M.Ed (Master of Education)	Education	Educational Leadership	2/6/21

Community Colleges – 0

VIII. INSTITUTIONAL PROGRAM PARTNERSHIPS/ENGAGEMENT – 4

Independent Four-Year Colleges and Universities – 1

Institution	Degree Award	Academic Program Name	Review Action	Action Date
Washington Adventist University	BS (Bachelor of Science)	General Studies at Laurel College Center	Program at Regional Higher Education Center	3/21/21

Public Four-Year Colleges and Universities – 3

Institution	Degree Award	Academic Program Name	Review Action	Action Date
Towson University	PBC (Post-Baccalaureate Certificate)	Educational Administrator I w/ St. Mary's PSS at USMSM	Program at Regional Higher Education Center	1/15/21
Towson University	PBC (Post-Baccalaureate Certificate)	Educational Administrator I w/ Charles Co. PSS at USMSM	Program at Regional Higher Education Center	1/15/21
Towson University	PBC (Post-Baccalaureate Certificate)	Educational Administrator I w/ Calvert Co. PSS at USMSM	Program at Regional Higher Education Center	1/15/21

Community Colleges – 0

IX. PROPOSALS NOT APPROVED/ RECOMMENDED - 1

Independent Four-Year Colleges and Universities – 1

Institution	Degree Award	Academic Program Name	Action Date
Notre Dame of Maryland University	BA (Bachelor of Arts)	Actuarial Science	1/26/2021

Public Four-Year Colleges and Universities – 0

Community Colleges – 0

X. OUT-OF-STATE INSTITUTIONS (OOS) - 3

Actions by Out-of-State Institutions (OOS)	Number of Actions*	Segment
Programs Objected to	0	at out-of-state institutions <i>* Unlike in-state proposals, approval of out-of-state institutions expires each August 31st. Institutions not under extended approval submit a request for renewed approval annually, typically by March 31st. Also, of note, the majority of out-of-state institutions are now under extended approval for five years and submit an application only for new programs requested during the extended approval period.</i>
New Programs	0	
Renewal Programs	0	
Conditionally Authorized Programs	0	
New Areas of Concentration	0	
Suspended Program	0	
Discontinued Programs	28**	
Programs Withdrawn	0	
Programs Not Authorized	0	
Institution Closures	3	
Quarter 1 Total Actions for OOS <i>objections not included in this total</i>	3	

** Universidad Ana G. Mendez ceased operations of three Maryland campuses (Carolina, Cupey, and Gurabo) that offered a total of 28 programs.

(OOS Program Objections) – 0

(OOS Approved New and Renewal Programs) – 0

(OOS New and Renewal Areas of Concentration) – 0

(OOS Suspended or Discontinued Programs) – 28

Institution	Degree Level	Program Title	Suspended (S) or Discontinued (D)	Action Date	Offered Elsewhere in MD
Universidad Ana G. Mendez – Carolina	A.S.	Networking Engineering Technology	D	2/12/21	N
	A.S.	Electronic Engineering Technology	D	2/12/21	N
	B.S.	Hotel Management	D	2/12/21	N
	B.S.	Psychology	D	2/12/21	N
	B.S.	Health Services Management	D	2/12/21	N
	B.A.	Prekindergarten/	D	2/12/21	N

		Primary Education			
	B.A.	Special Education	D	2/12/21	N
	M.S.	Educational Leadership	D	2/12/21	N
	M.P.A.	Public and Non-Profit Management	D	2/12/21	N
	M.Ed.	Bilingual Education	D	2/12/21	N
	M.S.A.	Adult Education	D	2/12/21	N
	M.S.W.	Social Work	D	2/12/21	N
Universidad Ana G. Mendez – Cupey	B.A.	Social Sciences	D	2/12/21	N
	M.B.A.	Business Administration	D	2/12/21	N
Universidad Ana G. Mendez – Gurabo	B.S.N.	Nursing	D	2/12/21	N
	B.S.N.	Nursing RN to BSN	D	2/12/21	N
	B.A.	Elementary Education	D	2/12/21	N
	B.A.	Secondary Education, Mathematics	D	2/12/21	N
	B.B.A.	Business Administration	D	2/12/21	N
	B.S.	Community Health	D	2/12/21	N
	B.S.W.	Social Work	D	2/12/21	N
	M.Ed.	Guidance and Counseling	D	2/12/21	N
	M.Ed.	Teaching of English as a Second Language	D	2/12/21	N
	M.S.N.	Family Nurse Practitioner	D	2/12/21	N
	M.S.	Public Affairs	D	2/12/21	N
	M.A.	Communications	D	2/12/21	N
	M.A.	Public Affairs	D	2/12/21	N
	M.Ed.	Social and Community Services	D	2/12/21	N

(OOS Programs Withdrawn) – 0

(OOS Programs Not Authorized) – 0

XI. ONLINE REGISTRATION INSTITUTIONS (OR) – 5

Actions for Online Registration Institutions (OR) <i>Out-of-State Fully Online Distance Education Programs</i>		Number of Actions	Segment
New Programs	27		at out-of-state Institutions not participating in the National Council for State Authorization Reciprocity Agreements (NC-SARA)
Renewal Programs	42		
Maryland Residents in New Programs	0		
Maryland Residents in Renewal Programs	18		
New Applications		4	
Renewal Applications		1	
Applications Withdrawn		0	
Applications Denied		0	
Quarter 1 Total Actions for OR		5	

Institution	New (N) or Renew (R)	Number of Online Programs	Number of Students	Action Date
William Jessup University	N	11	0	1/29/21
Mount Saint Mary's University Los Angeles	N	7	0	1/29/21
Life Pacific University	N	7	0	1/29/21
California Coast University	R	42	18	1/29/21
Daybreak University	N	2	0	2/10/21

XII. ACADEMIC COMMON MARKET (ACM) and UNIQUE MAJORS (UM) – 40

Quarter 1 Total ACM Certifications	25	Note: This cycle includes the Summer term application cycle, and the first 30 days of the Fall cycle. MEHC typically receives only a handful of ACM applications for students enrolling during the summer term.
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Quarter 1 Total UM Reviews	15	Note: The 2021-2022 Unique Major Application opened on March 15, 2021; therefore, this number represents the number of applications reviewed between March 15, 2021, and March 30, 2021.
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MEMORANDUM

DATE: August 20, 2021

TO: Commissioners, Maryland Higher Education Commission

FROM: Trish Gordon McCown, 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, 2021 – March 31, 2021)

During the current reporting period, the Secretary of Higher Education acted on a total of **40 non-degree academic program proposals** requiring review under Code of Maryland Regulations (COMAR) 13B.01.01, and they are outlined immediately below.

Private Career School Activities	Number of Actions
New Schools	0
New Programs	0
Approval of Changes of Location	0
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	0
Certificate Renewals	0
Cease and Desist Orders	0
Notices of Deficiencies	0
School Approvals Withdrawn	1
Program Approvals Withdrawn	1
Workforce Development Sequence Scholarship Approvals	8
Workforce Development Sequence Scholarship Denials	2
Workforce Development Sequence Scholarship Modifications – Approvals	5
Workforce Development Sequence Scholarship Modifications – Denials	0
Training Provider Questionnaires	23
Quarter 1 Total Actions	40

- I. APPROVAL OF NEW SCHOOLS - 0
- II. NEW PROGRAMS REVIEWED AND APPROVED – 0
- III. APPROVAL OF CHANGES OF LOCATION – 0
- 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” - 0
- IX. CERTIFICATE RENEWALS – 0
- X. CEASE AND DESIST ORDERS - 0
- XI. NOTICES OF DEFICIENCIES - 0
- XII. SCHOOL APPROVALS WITHDRAWN – 1

Institution	Address	Withdrawal Date	Program(s) – Clock Hours
Vaughn Health Care Services, Inc. d/b/a The Panacea Institute	2813 Pulaski Highway, Suite 103; Edgewood, MD 21040	January 5, 2021	CNA/GNA – 125 clock hours
<u>Comments:</u> The Panacea Institute did not obtain the required curriculum approval from the Maryland Board of Nursing.			

XIII. PROGRAM APPROVALS WITHDRAWN – 1

Institution	Address	Withdrawal Date	Program(s) – Clock Hours
Hair Academy, Inc. d/b/a Hair Academy	8435 Annapolis Road; New Carrollton, MD 20784	March 3, 2021	Massage Therapy – 600 clock hours
<u>Comments:</u> Hair Academy had not enrolled students in the Massage Therapy program for over a year.			

XIV. WORKFORCE DEVELOPMENT SEQUENCE SCHOLARSHIP – 15

INITIAL APPROVALS			
Carroll Community College			
	Approval Date	Course Sequence Name	Sequence #
1	February 16, 2021	Registered Behavior Technician	110770-013
Howard Community College			
	Approval Date	Course Sequence Name	Sequence #
1	March 19, 2021	Dispensary Technician	112400-012
Prince George’s Community College			
	Approval Date	Course Sequence Name	Sequence #
1	February 16, 2021	Cisco Certified Network Associate	113600-017
2	February 16, 2021	Certified Nursing Assistant	113600-018
3	February 16, 2021	Community Health Worker	113600-019
4	February 16, 2021	Computer Aided Drafting	113600-020
5	February 16, 2021	Entry-Level Administrative Assistant	113600-021
6	February 16, 2021	Oracle Certified Associate (OCA) Database	113600-022
TOTAL INITIAL APPROVALS = 8			

MODIFICATIONS			
Hagerstown Community College			
	Approval Date	Course Sequence Name	Sequence #
1	March 19, 2021	Child Care Group Leader (pre-school age)	112100-009
2	March 19, 2021	Child Care Group Leader (school age)	112100-010
Prince George’s Community College			
	Approval Date	Course Sequence Name	Sequence #
1	February 16, 2021	Child Care: Preschool Certification	113600-002
2	February 16, 2021	Phlebotomy Technician	113600-008
3	February 16, 2021	Welding	113600-010
TOTAL MODIFICATIONS = 5			

DENIALS

Prince George's Community College

	Approval Date	Course Sequence Name	Rationale
1	February 16, 2021	Computer Skills for Business Applications	No application was submitted.
2	February 16, 2021	Web Design and Management	The sequence lacks the required specificity with respect to course electives. This would make it impossible to account for the true and accurate full-time equivalent (FTE) enrollment in the proposed sequence which is a required step when financial allocations are calculated in accordance with COMAR 13B.08.23.07C(1).
TOTAL DENIALS = 2			

MARYLAND HIGHER EDUCATION COMMISSION

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XV. TRAINING PROVIDER QUESTIONNAIRES - 23

Training Provider Questionnaire (TPQ) Response Letters		
Unregulated (Secretary Approval Not Required)	Regulated/Not Exempt (Secretary Approval Required)	Exempt (Secretary Approval Not Required)
Byte Back, Inc. (1/22/2021)	Atkins Barbering College (1/22/2021)	Code Fellows (1/22/2021)
ImpackTeck, Inc. (1/25/2021)	Beauty of Our Magic, Inc. (1/22/2021)	Luminis Health (2/23/2021)
That's Dancing Ballroom (1/25/2021)	The Royal Beauty Bar, LLC (1/22/2021)	National Midwifery Institute, Inc. (3/4/2021)
Ross Education, LLC (2/8/2021)	Maryland Electrolysis Education Center (2/8/2021)	Save A Life (3/22/2021)
Transcontinental Education, Inc. (3/4/2021)	Kierra Kares, LLC (2/9/2021)	CW My Paramedical, LLC (4/22/2021)
Within U (3/11/2021)	The Allied Health Training Center (2/11/2021)	
Ed-Serv, Inc. (3/11/2021)	Beacon Institute (2/23/2021)	
Celebrate Us Workforce Training (3/12/2021)	CareHire, LLC (2/23/2021)	
Paul's Place (3/16/2021)		
End Your Conflict, LLC (4/22/2021)		
Total Actions = 23		



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MEMORANDUM

DATE: August 20, 2021

TO: Commissioners, Maryland Higher Education Commission

FROM: Trish Gordon McCown, Director of Academic Affairs
STAFF: Everette Jackson, Jr., Associate Director, Veterans Affairs and State
Approving Agency (SAA)

SUBJECT: Report on VA Education Benefits: MD SAA Actions for Quarter 2-
January 1, 2021 – March 30, 2021 (based on the Federal fiscal year)

During the current reporting period, the MD SAA acted on a total of **460 program actions** in accordance with sections 3675 and 3676 of Title 38 U.S.C., and they are outlined immediately below.

Section I. Program Approval Actions- Initial and revised approval of a defined or structured series of educational or occupational activities leading to the award of a recognized credential such as a Certificate, Diploma or Degree.

Type of Facility	IHL	NCD	APP	OJT	CORR	FLT	LACAS
Number Approved this Quarter	0	0	2	0	0	0	0
Number Disapproved This Quarter	0	0	0	0	0	0	0

Section II. Other Approval Actions- Those actions taken to assess: (a) program and policy information contained in facilities' publications; (b) contents of a supplement or an addendum to facilities' publications; (c) revision to a policy or a practice; or (d) any actions that substantiate the continuation of an existing approval.

Type of Facility	IHL	NCD	APP	OJT	CORR	FLT	LACAS
Number Approved this Quarter	198	187	6	14	0	38	3
Number Disapproved This Quarter	8	0	0	0	0	0	0

Section III. Visits to Facilities-

	IHL	NCD	APP	OJT	CORR	FLT	LACAS
Compliance Visits (1)	0	0	1	1	0	0	
Inspection Visits (2)	0	0	0	0	0	0	0
DVA Requested Visits (3)	0	0	0	0	0	0	
Other Visits (4)	0	0	0	0	0	0	0
Information Visits (5)	0	0	0	0	0	0	

1. A visit to a previously approved facility to monitor and assure continued acceptability of approval.
2. A visit to a new facility requesting approval or to an approved facility requesting approval of a new program.
3. Visits made at the request of the VA.
4. Visits made at the request of a facility for assistance, Licensure/Certification Test visits; etc.
5. Visits made to obtain compliance survey information the request of the VA under 38 USC 3672(a).

Section IV. Technical Assistance- Technical assistance is any interaction designed to assist an individual, a school, or training site personnel with any portion of the approval function. Assistance could be rendered either before or after initial approval.

Type of Facility	IHL	NCD	APP	OJT	CORR	FLT	LACAS
Number of Tech. Assist. Actions This Quarter	96	45	21	16	0	16	5

Section V. Other Activities of Visits

Outreach Activities (1)	Liaison Activities (2)
0	25

1. Outreach is defined as any activity designed to inform or encourage those with GI Bill entitlement to use it, and any activity that encourages potential providers to become approved and to recruit users of the GI Bill.
2. Liaison is defined as activities that equate the SAA with other education and training professionals, promote and encourage exchange of information and support, and integrate the SAA into associations that will serve the interest of the program.

A. General Description of Activities Completed this Quarter

Weekly Meeting with MD Education Liaison Representative from the DVA	Maryland College Collaboration of Student Veterans Commission (Quarterly Meeting)
MDVA Veterans Service Specialists (Quarterly Meeting)	MD DOL Apprenticeship Council (Bimonthly Meeting)
Denial of Benefit Letters Outreach	24 Month Approval Update Compliance Outreach
SCO Training Webinar	Technical Assistance to SCO's via phone and email.
Technical Assistance to Veterans and their dependents via phone and email	Follow Up on Compliance Survey Findings with SCO's.

Definitions

1. APP- Apprenticeship Program
2. CORR- Correspondence courses (i.e. by mail or electronic transmission)
3. DVA- Department of Veterans Affairs
4. FLT- Flight facilities
5. IHL- Institution of Higher Learning (i.e. colleges and universities)
6. LACAS- License and Certification (i.e. bar exam, cosmetology board exam)
7. MD SAA- Maryland State Approving Agency
8. NCD- Non-college degree facility (i.e. private career school)
9. OJT- On-the-job training program
10. SCO- School Certifying Official, the VA point of contact for an approved educational training institute.
11. USC – United States Code
12. CFR – Code of Federal Regulations



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MEMORANDUM

DATE: August 25, 2021

TO: Maryland Higher Education Commissioners

FROM: Alexia Van Orden
Staff Liaison, Maryland Fire-Rescue Education Training Commission

SUBJECT: Final Adoption of COMAR Amendments –
Certification Standards and Procedures for Emergency Services Instructors

On February 24, 2021, the Commission approved for publication in the Maryland Register proposed amendments to the regulations for Certification Standards and Procedures for Emergency Services Instructors, which are recommended by the Maryland Fire-Rescue Education Training Commission. The purpose of these amendments is to update the edition year of the appropriate instructor standards manual, change certain instruction methods, and make minor style and language changes. The proposed regulations were published in the Maryland Register on May 21, 2021. The public comment period for the regulations ended on June 21, 2021, and no public comments were received.

The proposed amendments to the regulations are ready for the Commission's final adoption. The amendments will become effective 10 days after notice of the final adoption is published in the Maryland Register.

RECOMMENDATION: It is recommended that the Commission approves for final adoption the attached amendments to the regulations for Certification Standards and Procedures for Emergency Services Instructors.

Title 13B MARYLAND HIGHER EDUCATION COMMISSION

Subtitle 03 FIRE-RESCUE EDUCATION AND TRAINING COMMISSION

13B.03.01 Certification Standards and Procedures for Emergency Services Instructors

Authority: Education Article, §§11-105 and 11-501—11-503] §11-105 and
Title 11, Subtitle 5, Annotated Code of Maryland

Notice of Proposed Action

[21-069-P-I]

The Maryland Higher Education Commission proposes to amend Regulations .01, .03, .04, and .13 and repeal Regulation .14 under COMAR 13B.03.01 Certification Standards and Procedures for Emergency Services Instructors. This action was considered at an open meeting of the Commission held February 24, 2021.

Statement of Purpose

The purpose of this action is to update the edition year of the incorporated instructor standards manual, change certain instruction methods, make minor style and language changes, and remove redundancies.

Comparison to Federal Standards

There is no corresponding federal standard to this proposed action.

Estimate of Economic Impact

The proposed action has no economic impact.

Economic Impact on Small Businesses

The proposed action has minimal or no economic impact on small businesses.

Impact on Individuals with Disabilities

The proposed action has no impact on individuals with disabilities.

Opportunity for Public Comment

Comments may be sent to Emily A. A. Dow, Ph.D., Assistant Secretary for Academic Affairs, Maryland Higher Education Commission, 6 N. Liberty St., 10th Floor, Baltimore, MD 21201, or call 410-767-3041, or email to emily.dow@maryland.gov. Comments will be accepted through June 21, 2021. A public hearing has not been scheduled.

Editor's Note on Incorporation by Reference

Pursuant to State Government Article, §7-207, Annotated Code of Maryland, the NFPA 1041 Standard for Fire and Emergency Services Instructor Professional Qualifications (National Fire Protection Association, 2019 Edition) has been declared a document generally available to the public and appropriate for incorporation by reference. For this reason, it will not be printed in the Maryland Register or the Code of Maryland Regulations (COMAR). Copies of this document are filed in special public depositories located throughout the State. A list of these depositories was published in 48:1 Md. R. 7 (January 4, 2021), and is available online at www.dsd.state.md.us. The document may also be inspected at the office of the Division of State Documents, 16 Francis Street, Annapolis, Maryland 21401.

.01 Incorporation by Reference.

[A. In this chapter, the following document is incorporated by reference.

B. Document Incorporated. National Fire Protection Association (NFPA) 1041: Standard for Fire Service Instructor Professional Qualifications 2012 Edition] *NFPA 1041 Standard for Fire and Emergency Services Instructor Professional Qualifications (National Fire Protection Association, 2019 Edition)* is incorporated by reference.

.03 State Emergency Services Instructor Certification Standard.

A. (text unchanged)

B. Advanced life support program coordinators and medical directors functioning under COMAR 30.04 shall ensure that individuals providing instruction as faculty have appropriate educational credentials in addition to subject matter expertise. In addition, [MIEMSS] *the Maryland Institute for Emergency Medical Services Systems (MIEMSS)* shall ensure that educational program faculty qualifications are consistently applied Statewide via the Advanced Life Support Educational Program approval process.

C.—D. (text unchanged)

E. Six Sequential Stages of Instructor Candidate System.

(1) Expression of Interest.

(a) (text unchanged)

(b) The candidate shall:

(i)—(ii) (text unchanged)

(iii) Have 3 years of experience in the emergency

services;

(iv)—(v) (text unchanged)

(2) (text unchanged)

(3) Instructor Training.

(a) (text unchanged)

(b) The instructor training program shall fulfill the professional requirements and qualifications in [Regulations] *Regulation .13* [and .14] of this chapter, as taught by an instructor trainer approved by the MICRB. The course shall also include examinations at mid-course and at the end of the course, performance evaluations, and one term project to be completed before the end of the course. The MICRB may consider credentials of a degreed applicant verified by a sponsoring agency as having completed this requirement. Evidence of academic achievement in the field of education (adult education preferred) shall be submitted to the MICRB.

(c)—(d) (text unchanged)

(4)—(6) (text unchanged)

F.—I. (text unchanged)

.04 Certification Standard Instructor Trainer.

A. (text unchanged)

B. Educational Requirements.

(1) To become certified as an emergency service instructor trainer in Maryland, an individual shall have completed:

(a) A baccalaureate or graduate degree in education or a related field from an accredited college or university; and

[(b) A teaching internship; and]

[(c)] (b) (text unchanged)

(2) Within the degree, or in addition to the degree, courses that cover the following topics are required:

(a) Methods of Teaching: using various teaching methodologies to enhance the classroom environment, such as [demonstration, illustrated lecture, discussion, discovery learning, and group activities] *lecture, case studies, technology, demonstration, group activities, and interactive discussions;*

(b) Classroom Management: organizing the learning environment [(inside classroom, and outside, or drill ground)]; maintaining motivation, interest, and discipline; attending to administrative detail, such as record keeping and scheduling; demonstrating leadership skills;

(c) Instructional Media: developing, selecting, and using training *audio-visual* aids [(audio-visuals, handouts and other printed materials, and equipment)] *and instructional technology* appropriately;

(d)—(e) (text unchanged)

(f) Course Design and Lesson Planning: performing needs assessments and task analyses; creating instructional objectives; creating [session] *lesson* plans and teaching materials that [enable] *enhance* student learning;

(g)—(k) (text unchanged)

.13 Local Emergency Service Instructor Standards.

A. [The] *Except as set forth in §B of this regulation, the* instructor candidate shall meet the requirements of NFPA 1041 [:] Standard for Fire [Service] *and Emergency Services* Instructor Professional Qualifications, [2012 Edition, or those of recognized instructor training agencies or educational institutions that have similar programs as approved by the MICRB] *chapters 1 — 6.*

B. *The instructor candidate may meet the requirements of a recognized instructor training agency or educational institution if the requirements:*

(1) *Cover all the elements specified in NFPA 1041 Standard for Fire and Emergency Services Instructor Professional Qualifications; and*

(2) *Have been approved by MICRB.*

[B.] C. The instructor candidate shall demonstrate knowledge and skills based on the general categories of NFPA 1041 [Fire Service] *Standard for Fire and Emergency Services* Instructor Professional Qualifications, and the requisite knowledge and skills of each section.

JAMES D. FIELDER, JR., Ph.D.
Secretary of Higher Education

Title 31

**MARYLAND INSURANCE
ADMINISTRATION**

**Subtitle 03 INSURANCE PRODUCERS
AND OTHER INSURANCE
PROFESSIONALS**

**31.03.13 Producer Registers and Documentations
of Appointments**

Authority: Insurance Article, §§2-109(a)(1), 10-103(c), and 10-118(j),
Annotated Code of Maryland

Notice of Proposed Action

[21-067-P]

The Insurance Commissioner proposes to amend Regulations **.02** and **.04** under **COMAR 31.03.13 Producer Registers and Documentations of Appointments.**

Statement of Purpose

The purpose of this action is to amend regulations to promote efficiency by narrowing the list of required elements in the registry to ensure that compliance is not unduly burdensome, as compared with the necessity of obtaining the required information.

Comparison to Federal Standards

There is no corresponding federal standard to this proposed action.

Estimate of Economic Impact

The proposed action has no economic impact.

Economic Impact on Small Businesses

The proposed action has minimal or no economic impact on small businesses.

Impact on Individuals with Disabilities

The proposed action has no impact on individuals with disabilities.

Opportunity for Public Comment

Comments may be sent to Lisa Larson, Regulations Manager, Maryland Insurance Administration, 200 St. Paul Place, Suite 2700, Baltimore, MD 21202, or call 410-468-2007, or email to insuranceregreview.mia@maryland.gov, or fax to 410-468-2020. Comments will be accepted through June 21, 2021. A public hearing has not been scheduled.

.02 Producer Register.

- A. (text unchanged)
- B. Form and Content.

(1) Within 30 days after appointing an insurance producer, an insurer shall add the following information to the insurer's producer register:

- [(a) The internal code for the insurance producer;]
- [(b)] (a) (text unchanged)
- (b) *If the insurance producer is an individual, the first and last name and residence or business address of the individual;*
- (c) If the insurance producer is a business entity:
 - (i) [the] *The tax ID number of the insurance producer;*
 - (ii) *The name of the business entity; and*
 - (iii) *The address of the business entity; and*
- [(d) If the insurance producer is an individual:
 - (i) The first name of the individual; and
 - (ii) If known, the middle name or middle initial of the individual;
- (e) If the insurance producer is an individual, the last name of the individual or, if the insurance producer is a business entity, the name of the business entity;
- (f) The business or home address of the insurance producer, consisting of:
 - (i) The street address of the insurance producer;
 - (ii) The city of the insurance producer;
 - (iii) The state of the insurance producer; and
 - (iv) The zip code of the insurance producer; and]
- [(g)] (d) (text unchanged)
- (2)—(4) (text unchanged)

.04 Documentation of Appointment.

A. Within 30 days after appointing an insurance producer, an insurer shall provide the insurance producer with written documentation of the appointment that contains, at a minimum:

- (1)—(3) (text unchanged)
- (4) If the insurance producer is an individual, [the first and last name of the individual and, if known, the middle name or middle initial of the individual] *the first and last name and residence or business address of the individual;*
- (5) If the insurance producer is a business entity[,]:
 - (a) [the] *The name of the business entity; and*
 - (b) *The address of the business entity;*
- (6)—(7) (text unchanged)

B. (text unchanged)

KATHLEEN A. BIRRANE
Insurance Commissioner



Larry Hogan
Governor

Boyd K. Rutherford
Lt. Governor

Andrew R. Smarick
Chair

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

M E M O R A N D U M

DATE: August 25, 2021

TO: Maryland Higher Education Commissioners

FROM: Emily A. A. Dow, Ph.D., Assistant Secretary of Academic Affairs

SUBJECT: Emergency Adoption and Approval of Proposed Amendments to COMAR – Financial Guarantee Requirements for Private Career Schools

Under Education Article, § 11-203, Annotated Code of Maryland, Private Career Schools (PCS) are required to maintain a financial guarantee to ensure that tuition refunds can be made to students in the event of a school closure. The statute requires that the guarantee be at least 100% of non-Title IV tuition liability and gives MHEC the discretion to increase that amount. By regulation, MHEC requires an increased financial guarantee, depending on the type of institution, how long the institution has been operating, if the institution is financially viable, and the modality of the program being offered. A summative chart is provided below.

Currently, if a PCS, seeks to offer a hybrid or fully online program, the school is expected to hold a financial guarantee equal to 100% of total tuition liability, regardless of financial viability or how long the institution has been operating. This requirement has not changed since it was instituted in 2004.

	Fully On-Site Programs		Hybrid Programs or Fully Online Programs
	Financially Viable	Not Financially Viable	
Non-Title IV School	Total Tuition Liability 100%	Total Tuition Liability 100%	Total Tuition Liability 100%
Title IV School Open 1-5 years	Total Tuition Liability 100%	Total Tuition Liability 100%	Total Tuition Liability 100%
Title IV School Open 6-10 years	Non-Title IV Tuition Liability 100%	Total Tuition Liability 50%	Total Tuition Liability 100%
Title IV School Open 10+ years	Non-Title IV Tuition Liability 100%	Total Tuition Liability 30%	Total Tuition Liability 100%

With many PCSs operating in either a hybrid or fully online modality due to the pandemic, this requirement poses a significant financial burden to the schools. In some instances, the financial guarantee for an online or hybrid program might be as much as ten times higher than the same program offered in a traditional format, making it essentially prohibitive for private career schools to offer online education. In turn, this can make it difficult for many students, who have often been traditionally underserved, to pursue postsecondary education. Additionally, this added financial requirement replicates efforts at the federal level to provide student protections should a school close.

The enclosed proposed regulatory amendments eliminate the distinction between modalities as a factor in calculating a financial guarantee. With this change, financial guarantee calculations for hybrid and fully online programs would be the same as programs in a traditional format, with a minimum guarantee of 100% of non-Title IV tuition liability and an increased guarantee based on how long the institution has been operating and if the institution is financially viable. The proposed regulatory change was discussed at the MHEC Private Career School Advisory Council meeting on July 20, 2021; the Council provided general support in moving forward with the proposed change.

These proposed regulatory amendments are enclosed for your review and approval for publication in the Maryland Register. These amendments have been approved for legality by MHEC's Assistant Attorneys General as required by the Maryland Administrative Procedure Act.

Upon 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.

In addition to requesting approval for the customary regulatory process, emergency adoption is recommended to allow schools to continue to offer hybrid and online education without interruption. Emergency regulations become effective ten days after approval by AELR and expire six months later. Therefore, it is necessary to simultaneously submit the proposed regulations through both processes to make a permanent regulatory change.

RECOMMENDATION: It is recommended that the Commission:

- (1) Approves for publication in the Maryland Register the enclosed proposed regulatory amendments to the Private Career School regulations regarding financial guarantees for distance education;
- (2) Pursuant to § 10-111 of the State Government Article of the Annotated Code, declares that emergency adoption of the regulations is necessary and approves the enclosed amendments for emergency adoption; and
- (3) 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 01 NONPUBLIC SCHOOLS

Chapter 01 Minimum Requirements for Private Career Schools

Authority: Education Article, Title 11, Subtitles 1, 2, and 4; State Government Article, Title 10, Subtitle 2; Annotated Code of Maryland

.19 Financial Guarantee.

A. A financial guarantee required by this chapter shall be:

- (1) In the form of a performance bond or an irrevocable letter of credit;
- (2) Made under the terms and conditions determined by the Secretary, including the conditions that the school shall:

- (a) Perform faithfully all agreements or contracts it makes with its students; and

- (b) Comply with Education Article, Annotated Code of Maryland, and with this chapter;

- (3) Made payable to the Secretary on behalf of the Commission, and provided to the Secretary;

- (4) Between the Commission and the surety; and

- (5) In the amount the Secretary requires, which at a minimum shall be:

- (a) The amount prescribed by §B of this regulation, if the school is a non-Title IV school;

- (b) The amount prescribed by §C of this regulation, if the school is a Title IV school; or

- (c) The amount prescribed by §D of this regulation, if the school is a Title IV school that has been notified by the U.S. Department of Education of an adverse, or potentially adverse, action affecting the school's participation in Title IV; ~~or~~

- ~~(d) The amount prescribed by §E of this regulation, if the school delivers its programs in whole or in part by distance education.~~

B. Financial Guarantee Amount — Non-Title IV Schools. A non-Title IV school shall provide a financial guarantee in an amount sufficient to cover 100 percent of the total tuition liability of the school.

C. Financial Guarantee Amount — Title IV School.

- (1) Minimum Amount. A Title IV school shall maintain a financial guarantee in an amount sufficient to cover 100 percent of the total non-Title IV tuition liability of the school, unless a greater amount:

(a) Is deemed necessary by the Secretary; or

(b) Is required by the provision of this §C.

(2) During a Title IV school's 1st through 5th years of operation, the school shall provide a financial guarantee in an amount sufficient to cover 100 percent of the total tuition liability of the school.

(3) During a Title IV school's 6th through 10th years of operation, the school shall provide a financial guarantee in an amount sufficient to cover:

(a) 50 percent of the total tuition liability of the school, if the school does not meet financial viability requirements set forth in §F of this regulation, and if 50 percent of the total tuition liability of the school is greater than 100 percent of the school's total non-Title IV tuition liability;

(b) 100 percent of the school's total non-Title IV tuition liability, if the school meets the financial viability requirements set forth in §F of this regulation; or

(c) A greater amount if deemed necessary by the Secretary.

(4) After a Title IV school's 10th year of operation, the school shall provide:

(a) A financial guarantee in an amount sufficient to cover 30 percent of the total tuition liability of the school, if the school does not meet the financial viability requirements set forth in §F of this regulation, and if 30 percent of the total tuition liability is greater than 100 percent of the school's total non-Title IV tuition liability;

(b) A financial guarantee in an amount sufficient to cover 100 percent of the school's total non-Title IV tuition liability, if the school meets the financial viability requirements set forth in §F of this regulation; or

(c) A greater amount if deemed necessary by the Secretary.

D. Financial Guarantee Amount — Title IV Schools Notified of Potentially Adverse Action by the U.S. Department of Education.

(1) If the U.S. Department of Education notifies a Title IV school that the school is subject to an adverse or potentially adverse action, including any action that limits, suspends, terminates, or otherwise negatively affects the school's participation in Title IV, the school shall notify the Commission in accordance with regulation .06 of this chapter.

(2) Upon receipt of the school's notice under §D(1) of this regulation, or on the Secretary's own initiative, the Secretary may require the school to provide a financial guarantee in an amount deemed necessary by the Secretary to protect students, up to 100 percent of the school's total tuition liability.

~~E. Financial Guarantee Amount — Schools Delivering Programs in Whole or in Part by Distance Education. A school that delivers a program in whole or in part by distance education shall provide a financial guarantee in the amount prescribed by §§B—D of this regulation, plus an amount sufficient to cover the sum of the tuition of each program delivered in whole or in part by distance education, multiplied by the maximum permissible enrollment for that program.~~

~~F. Reduced Financial Guarantees Based on Financial Viability.~~

(1) Upon submission of its annual report under Regulation .06 of this chapter, a school that provides a financial guarantee in an amount greater than 100 percent of its non-Title IV tuition liability may request in writing that the

Secretary reduce the school's financial guarantee amount, in accordance with the criteria set forth in §§B—E of this regulation.

(2) The school's request shall include the two most recent audited financial statements of the school, and of any corporate parent or holding company of the school.

(3) The Secretary may grant the school's request if the Secretary finds that:

(a) The financial statements and other relevant financial information, including external accounting reports, demonstrate that the school and its ownership meet the financial viability requirements set forth in §F(4) of this regulation, operate in accordance with sound principles of financial management, and maintain financial resources adequate for the satisfactory conduct of the school; and

(b) A reduction of the financial guarantee is appropriate under the criteria set forth in §§B—E of this regulation.

(4) Financial Viability Requirement. A school is considered financially viable if its financial statements, and those of its corporate parent or holding company, demonstrate that the school and its ownership, for each of the 2 most recent years:

(a) Had a net income that exceeded expenditures; and

(b) Maintained at least a 1:1 ratio of total current assets to total current liabilities.

(5) In no instance shall a financial guarantee of a school be reduced below an amount equal to 100 percent of the school's total non-Title IV tuition liability.

.26 Interactive Distance Education by Private Career Schools—Commitment to Support.

A. A school shall demonstrate a commitment to ongoing support, both financial and technical, and to a continuation of the program for a period sufficient to enable a student to complete a program.

B. A school shall ~~forward provide~~ a financial guarantee ~~in the form of a performance bond or an irrevocable letter of credit that is sufficient to cover the tuition liability of a program delivered in part or whole by distance education. The bond or letter of credit shall be in an amount and under terms and conditions determined by the Secretary and made payable to the Secretary of Higher Education. The completed bond or letter of credit shall be forwarded to the Secretary of Higher Education in accordance with Regulation .19 of this chapter.~~



Larry Hogan
Governor

Boyd K. Rutherford
Lt. Governor

Mary Pat Seurkamp, Ph. D.
Chair

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

Maryland Higher Education Commission 2021 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 27, 2021	July 28, 2021 (if needed)
February 24, 2021	August 25, 2021 (if needed)
March 24, 2021	September 22, 2021 10:00am to 4:00pm
April 28, 2021	October 27, 2021
May 26, 2021	November 17, 2021 *Please note date change.*
June 23, 2021	December 15, 2021 *Please note date change.*

All Commission meetings will be held on the 4th Wednesday of each month from 1:00pm to 4:00pm, with certain exceptions. Meetings in 2021 will be conducted via video teleconference (GoToMeeting), unless otherwise noted.

Dates and times are subject to change.

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