



RI

**Office of the
Postsecondary
Commissioner**

560 Jefferson Blvd., Suite 200
Warwick, RI 02886-1304
401-736-1100 | TDD: 401-734-9481
www.riopc.edu

**Rhode Island Office of the Postsecondary Commissioner
Academic Affairs and Student Success Committee Meeting
Rhode Island Nursing Education Center, Room 326
June 22, 2023**

MINUTES

Chair Michael Mello called this meeting to order at 4:00 PM and acknowledged that a quorum was present.

Committee members present:

Michael Mello, Chair
Jeffery Williams

Rhode Island Office of the Postsecondary Commissioner (RIOPC) staff present:

Deanna Velletri, Specialist

Community College of Rhode Island (CCRI) participants:

Rosemary Costigan, VP of Academic Affairs
Amy Kacerik, Associate Vice President for Student Affairs

Rhode Island College (RIC) participants:

Cindy Kozil, Interim Vice President for Student Success
Carolynn Masters, Interim Provost/VP of Academic Affairs

Other participant:

Peter Southard, VP, Program Manager, Boston Bioskills

1. Acceptance of the Agenda

Chair Mello called for a motion that the Academic Affairs and Student Success Committee accept the agenda for the meeting of June 22, 2023.

On a motion duly made by Jeffery Williams and seconded by Mike Mello, it was:

VOTED:	THAT	The Academic Affairs and Student Success Committee accept the agenda for the meeting of June 22, 2023.
	VOTE:	2 members voted in the affirmative and 0 members voted in the negative.
	YEAS:	Michael Mello and Jeffery Williams
	NAYS:	0
	ABSTAINS:	0



2. Approval of Minutes

a. April 5, 2023 Meeting

On a motion duly made by Mike Mello and seconded by Jeffery Williams, it was:

VOTED: THAT The Academic Affairs and Student Success Committee accept the minutes for the meeting of April 5, 2023.

VOTE: 1 member voted in the affirmative and 1 abstained.

YEAS: Michael Mello

NAYS: 0

ABSTAINS: Jeffery Williams

3. Discussion Items

a. Rhode Island College notices

Carolynn Masters discussed the following RIC notices listed below. She said the changes were the result of an annual review of course offerings as they relate to demand and marketability. All changes have been internally reviewed and approved.

- i. Creation of BS in Sports Management and CUS in Interscholastic Athletic Administration
- ii. Eliminations of Secondary Education BA in Biology, Chemistry and Physics
- iii. Creation of BS in Cybersecurity
- iv. Creation of BPS concentration in Educational Foundations and CUS in Equity & Literacy

b. Community College of Rhode Island notices

i. Certificate in Public Safety

Rosemary Costigan said that the certificate in public safety was developed in consultation with the State Fire Marshall to address their need for stronger candidates in the training academy.

c. Discussion on Academic Reorganization at CCRI

Rosemary Costigan gave a brief preview of reorganization at the college (the full report is due to the Commissioner on July 1). She said the changes were the result of an annual review of course offerings, including the following:

- Criminal Justice and Legal Studies absorbed into Business and Professional Studies department.
- Rehabilitative Health Programs absorbed in Allied Health Programs.
- Film/Media moved from within the English department into a stand-alone department



d. Discussion on Low-completion at CCRI

Based on a low-completion report due annually to the Commissioner on June 1, Rosemary Costigan provided a summary of CCRI's report. She said that programs are identified as low-completion if it has fewer than 11 graduates for 3 consecutive years.

The following programs were identified as low-completion:

- Administrative Office Technology
- Advanced Manufacturing & Design
- Chemical Technology
- Communication/Film Media Arts*
- Computer & Networking Technology
- Emergency Management & Homeland Security**
- Engineering Systems Technology
- Fire Science
- Histotechnician
- Liberal Arts
- Opticianry**

These low-completion programs have been examined and redesigned to better address current needs and to focus on the stackability of credentials. The Communication/Film Media Arts (*) program is new and growing in enrollment each year. Emergency Management and Opticianry (**) has suspended admissions and will be closed in the 2023-23 academic year.

Low-completion concentrations were also identified but the associated degree programs produced more graduates than the cut-off; these programs will be monitored.

e. Discussion on Academic support and basic needs of RIC students

Carolynn Masters and Cindy Kozil presented on the academic and personal needs of RIC students following the significant impact of the COVID pandemic, the impact of which is expected for another 5 to 7 years. They said their focus on first-year students included developing courses and workshops to strengthen study skills and coping strategies. They also focused on strengthening math, science, and writing skills by providing professional and embedded tutoring and coaching. They also offer free summer remedial courses.

They also presented information on their Learning for Life program which connects students to resources on and off campus and empowers students to overcome obstacles on their path to graduation. Learning for Life helps between 1,500 and 2,000 students per year with basic needs and coping skills including emergency funding, housing assistance, and food insecurities, all of which impedes academic success. Their Food 4 Thought food pantry has grown in space and serves over 500 students regularly.



f. Discussion on annual reporting requirements

Deanna Velletri reported that the Commissioner would like to establish an annual reporting calendar, including mandatory campus reports and topics of interest. She requested that the institutions review the draft reporting calendar and report back to Assistant Commissioner Greg Ebner any modifications or additions to the calendar in time for presentation at the next AASSC meeting.

4. Action Items

a. Approval of a recommendation to the Council for its approval of a proprietary school: Medical Device Sales Institute

Peter Southard gave background information related to the inspiration behind the Medical Device Sales Institute (MDSI). He said the need for a trained medical device salesforce is great; there are currently 5,000 open jobs nationally (the regional market is less active but part of the admission screening process will focus on student availability to relocate). He said a similar school with 11 campuses across the country has a 90% placement rate for its graduates.

The curriculum was designed by a professional instructional designer with vast experience in the medical field and involves hands-on surgical training in a cadaver lab. It consists of 241 hours of instruction over the course of 8 weeks. Admission requirements include a high school diploma/GED with sales experience and science courses. Graduates will have completed 6-8 procedures on cadavers and receive extensive instruction in imaging and implement recognition. The school is expecting initial enrollments of 5-7 students per class with an expectation that enrollments would grow to 15. They will have one full-time instructor along with adjunct from the medical and sales fields.

On a motion duly made by Jeffery Williams and seconded by Mike Mello, it was:

VOTED: THAT The Academic Affairs and Student Success Committee approve a recommendation to the Council for its approval of a proprietary school: Medical Device Sales Institute

VOTE: 2 members voted in the affirmative and 0 members voted in the negative.

YEAS: Michael Mello and Jeffery Williams

NAYS: 0

ABSTAINS: 0



- b. Approval of a recommendation to the Council for its approval of a proprietary school: HITEP

Deanna Velletri reported that the approval application was vetted in accordance with the Council's Regulations Governing Proprietary Schools. In addition, the nursing assistant training program received approval from the RI Department of Health and from the RI Department of Labor and Training for participation as an eligible training provider (DLT approval has been suspended pending CPE approval).

The committee requested that the school's owner attend the next meeting to present his proposal for approval.

On a motion duly made by Jeffery Williams and seconded by Mike Mello, it was:

VOTED: THAT This Agenda Item be postponed to the next Committee meeting and that the Office of the Postsecondary Commissioner requests the applicant, Mr. Hernan Padilla, attend the next Academic Affairs and Student Success Committee meeting to present his proposal for approval.

VOTE: 2 members voted in the affirmative and 0 members voted in the negative.

YEAS: Michael Mello and Jeffery Williams

NAYS: 0

ABSTAINS: 0

- c. Approval of a recommendation to the Council for its approval of a Non-SARA application: University of Arizona Global Campus

On a motion duly made by Jeffery Williams and seconded by Mike Mello, it was:

VOTED: THAT The Academic Affairs and Student Success Committee approve a recommendation to the Council for its approval of a Non-SARA application: University of Arizona Global Campus

VOTE: 2 members voted in the affirmative and 0 members voted in the negative.

YEAS: Michael Mello and Jeffery Williams

NAYS: 0

ABSTAINS: 0

5. Next Meeting

- Wednesday, August 9, 2023

6. Adjourn

The meeting adjourned at 5:30 PM.