

# Archived Information

## CHARTER

### COMMITTEE ON MEASURES OF STUDENT SUCCESS

#### AUTHORITY

The Committee on Measures of Student Success (Committee) is authorized by Section 485(a)(7)(B) of the Higher Education Act of 1965, as amended by the Higher Education Opportunity Act (HEOA) (20 U.S.C. 1092(a)(7)(B)). The Committee is governed by the provisions of the Federal Advisory Committee Act (FACA) (P.L. 92-463; as amended, 5 U.S.C. app.), which sets forth the standards for the formation and use of advisory committees.

#### OBJECTIVES AND SCOPE OF ACTIVITIES

The Committee is established in order to advise the Secretary of Education in assisting two-year degree-granting institutions of higher education in meeting the completion or graduation rate disclosure requirements outlined in section 485 of the Higher Education Act of 2008.

#### DESCRIPTION OF DUTIES

The Committee on Measures of Student Success will develop recommendations for the Secretary of Education regarding the accurate calculation and reporting of completion or graduation rates of entering certificate- or degree-seeking, full-time, undergraduate students by two-year degree-granting institutions of higher education. The Committee may also recommend additional or alternative measures of student success that are comparable alternatives to the completion or graduation rates of entering degree-seeking full-time undergraduate students, taking into account the mission and role of two-year degree-granting higher education institutions. These recommendations shall be provided to the Secretary no later than 18 months after the first meeting of the Committee.

The Department may establish up to two working groups to assist the Committee in carrying out its duties. The working groups shall be composed of five members, a majority of whom shall be voting members of the Committee, whose expertise is needed for the functioning of the working groups. In addition, membership of the working groups may include outside experts or Federal employees. These working groups shall operate under the Federal Advisory Committee Act of 1972, as amended, and shall provide their recommendations to the Committee for full deliberation and discussion.

## OFFICIAL TO WHOM THE COMMITTEE REPORTS

The Committee shall report to the Secretary of Education no later than 18 months from the date of the first meeting of the Committee.

## SUPPORT

The Institute for Education Sciences (IES), through the National Center for Education Statistics, shall provide the financial and administrative support for the performance of the Committee's functions.

## ESTIMATED ANNUAL OPERATING COSTS AND STAFF YEARS

It is estimated that the annual operating costs to include travel costs and contract support for this Committee will be \$35,000. The annual personnel cost to the Department of Education will be .5 staff years.

## DESIGNATED FEDERAL OFFICIAL

A Designated Federal Official (DFO) shall be appointed by the Director of IES. The Committee shall meet at the call of the DFO in consultation with the Chairperson. The DFO will prepare and approve all committee meeting agendas, attend all committee meetings, chair meetings in the absence of the Chairperson, adjourn a meeting if he or she deems it necessary in the interest of the public, and prepare and post committee meeting minutes for public inspection.

## ESTIMATED NUMBER AND FREQUENCY OF MEETINGS

The estimated number of meetings is four over the duration of the Committee. As required by FACA, meetings of the Committee shall be open to the public unless determined otherwise by the U.S. Department of Education's Office of the General Counsel.

## DURATION

The duration of the Committee, within the meaning of Section 14(a) of FACA, is authorized through the date that the Committee issues its recommendations to the Secretary.

## MEMBERSHIP AND DESIGNATION

The Committee shall consist of 15 members, including individuals from diverse higher education institutions, experts in the field of higher education policy, state higher education officials, students, and other stakeholders from the higher education community. The members shall be appointed by the Secretary of Education in

consultation with the Commissioner for Education Statistics. The Committee Chairperson shall be appointed by the Secretary of Education.

The members shall serve as special government employees (SGEs). As SGEs, the members are chosen for their individual expertise, qualifications, and experience. The members will provide advice and make recommendations based on their own independent judgment and will not be speaking for or representing the views of any nongovernmental organization or recognizable group of persons. Notwithstanding their status as SGEs, the members will not be paid for their services other than the payment of travel expenses and a per diem allowance.

#### SUBCOMMITTEES

The Committee will not have subcommittees.

#### RECORD KEEPING

The records of the Committee will be handled in accordance with the General Records Schedule 26, Item 2. The records shall be made available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. § 552.

#### FILING DATE

The Committee is hereby chartered in accordance with Section 14(b) of FACA. This charter expires two years from the date of filing.

/s/ \_\_\_\_\_  
Secretary

August 12, 2011 \_\_\_\_\_  
Date

Establishment Date: August 21, 2009

August 12, 2011 \_\_\_\_\_  
Filing Date