

Panel to Assist the Commission to Develop the Maryland Model for Funding Higher Education

Draft Work Plan

A. Project Initiation

Panel Chair meets with Commission (February 4)

1. Outline draft work plan and schedule
2. Discuss with Commission the Panel's charge and any related points needing further clarification.

B. Panel Preparation

- Charge to the Panel supplemented by February 4 Commission discussion.
- Review of prior state plans and actions.
- Data on current performance measures.
- Sources of additional information (e.g. state policies).
- Current peer grouping process and criteria.

C. First Meeting of the Panel (early March)

- a. Discuss charge and work plan.
- b. Discuss background material – what should shape analysis and future deliberations?
- c. Review and revise work and analysis plan.
- d. Discuss key terms – comparability and competitiveness; performance indicators and benchmarks, peer institution process.
- e. Agree on preliminary set of performance indicators for use in analysis.

D. Conduct Analyses

1. Using selected institutional peer criteria, establish a contemporary set of peer institutions for each of the Maryland HBIs; compare these HBIs with their peers (most of which will not be HBIs) on factors such as:
 - The preliminary set of performance indicators
 - Revenues per FTE students from various sources
 - Expenditures per FTE student by category
 - Institutional assets per FTE student
 - Number, range and nature of programs
 - Endowment
 - Book value of physical plant
 - Replacement value of physical plant
 - Book value of equipment
 - Faculty and staff
2. Create national peer groups for the Maryland HBIs using 1980 data and analyze changes to the present to determine the comparative development of the HBIs in terms of:
 - Revenues
 - Expenditures
 - Assets
 - Mission/role/scope – have other institutions evolved differently from Maryland’s HBIs with regard to size, program emphasis, research, etc.?
 - Performance indicators for which data are available.
3. Compare development trends of Maryland’s HBIs with those of other Maryland public institutions in terms of the above factors.
4. Develop data on criteria for determining competitiveness and comparability proposed at panel’s first meeting.

E. Second Panel Meeting (April)

1. Review analytic results.
2. Develop preliminary set of findings.

3. Provide suggestions for additional analyses.
 4. Plan for site visits.
- F. Conduct site visits to each of the Maryland HBIs and selected TWIs (May)
- a. Meet with leadership.
 - b. Review institutional programs, facilities and other assets.
 - c. Discuss with institutional leaders Panel's preliminary views on key concepts.
- G. Third Panel Meeting (immediately preceding and then in conjunction with Commission meeting) (June)
1. Review all findings from:
 - Visits
 - Analyses
 - Prior studies and reports
 2. Develop report outline.
 3. Meet with Commission to discuss preliminary findings.
- H. Write Draft Report
- I. Present draft report to Commission (early August)
- Discuss contents of draft report.
 - Receive Commission reaction.
- J. Finalize Report based on:
- Panel discussions.
 - Comments from Commission members.
- K. Complete and Submit Final Report (by August 29)