

COUNCIL OF CHIEF ACADEMIC OFFICERS AGENDA

**November 15, 2017
9:15 am – 10:00 am
or upon adjournment of SCOCAO
reconvene at noon**

The Council of Chief Academic Officers will meet in the Olive Room (RSC 261) located in the Rhatigan Student Center at Wichita State University, 1845 N. Fairmount, Wichita, KS 67260.

- I. Call To Order**
 - A. *Approve meeting minutes* April Mason, Chair p. 2
 - September 20, 2017, regular meeting*
 - October 23, 2017, teleconference meeting*
- II. Program Request**
 - A. *Bachelor of Science in Homeland Security (Second Reading)* Tony Vizzini, WSU p. 7
- III. Updates**
 - A. *Council of Faculty Senate Presidents* Brian Lindshield, KSU p. 12
- IV. Other Matters**
 - A. *Lunch meeting located in Morrison Hall, Room 109* Tony Vizzini, WSU
 - B. *Proposed Amendments to the Audit Policy* Jean Redeker, KBOR p. 13
 - C. *Proposed Amendments to the Accreditation Policy* Jean Redeker, KBOR p. 16
 - D. *Informational Items* COCAO Members
 - E. *Discuss Process for Universities to Submit Justification for Baccalaureate Degrees Exceeding 120 Credit Hours* April Mason, KSU
 - F. *Credit for Prior Learning credits allowed toward a degree* April Mason, KSU
 - G. *Closed Captioning on academic websites and online courses* April Mason, KSU
- V. Adjournment**

Council of Chief Academic Officers Meeting Schedule

MEETING DATES	Location	Lunch Rotation	New Program/Degree Requests Due	Agenda Materials Due
November 15, 2017	WSU	WSU	October 4, 2017	October 30, 2017
December 20, 2017	Topeka	FHSU	November 8, 2017	December 4, 2017
January 17, 2018	Topeka	KSU	December 6, 2017	January 2, 2018
February 14, 2018	Topeka	KU	January 3, 2018	January 29, 2018
March 14, 2018	PSU	PSU	January 31, 2018	February 26, 2018
May 16, 2018	KUMC	KUMC	April 4, 2018	April 30, 2018
June 20, 2018	Topeka	Washburn	May 9, 2018	June 4, 2018

Council of Chief Academic Officers

MINUTES

Wednesday September 20, 2017

The September 20, 2017, meeting of the Council of Chief Academic Officers was called to order by Chair April Mason at 9:00 a.m. The meeting was held in Suite 530 located in the Curtis State Office Building, 1000 S.W. Jackson, Topeka, KS.

In Attendance:

Members:	April Mason, KSU Lynette Olson, PSU Tony Vizzini, WSU	David Cordle, ESU Neeli Bendapudi, KU Julie Mazachek, Washburn	Jeff Briggs, FHSU Robert Klein, KUMC
Staff:	Jean Redeker Karla Wiscombe	Scott Smathers Max Fridell	Cynthia Farrier Jacqueline Johnson
Others:	Ed Kremer, KCKC Todd Carter, Seward CC Stuart Day, KU Brad Bennett, Colby CC Rick Muma, WSU Rob Catlett, ESU Erin Shaw, Highland CC Ruth Dyer, KSU Rick Muma, WSU Brian Inbody, Neosho CC Kim Krull, Butler CC	Jon Marshall, Allen CC Harold Arnett, Cowley CC Amy Hite, PSU Brian Lindshield, KSU Gurbhushan Singh, JCCC Michal Fitzpatrick, Pratt CC Lori Winningham, Butler CC Dawn Deeter, KSU Carolyn Shaw, WSU Cindy Hoss, Hutchinson CC Wichita State University student newspaper	Nancy Zenger-Beneda Cloud CC Herb Swender, Garden City CC Elaine Simmons, Barton CC Adam Borth, Fort Scott CC Aron Potter, Coffeyville CC Alysia Johnston, Fort Scott CC Eric Elsinghorst, KUMC Jane Holwede, Dodge City CC Adam Borth, Fort Scott CC Ryan Ruda, Garden City CC

Chair April Mason welcomed everyone and started the introductions around the room.

APPROVAL OF MINUTES

April Mason informed COCAO of the incorrect date listed for the minutes for approval on the agenda. The agenda should show June 14, 2017, meeting minutes and the correct minutes were attached for review.

Julie Mazachek moved that the minutes of the June 14, 2017, meeting be approved. Following the second of Neeli Bendapudi, the motion carried.

PROGRAM REQUESTS

- WSU - Master of Science in Global Supply Chain Management (second reading)
Wichita State University requested approval to offer a Master of Science in Global Supply Chain Management. Tony Vizzini stated there have been no further questions or discussions.

David Cordle moved, with the second of Neeli Bendapudi, that the Master of Science in Global Supply Chain Management at Wichita State University be approved. The motion carried unanimously and this degree will be presented to COPs today.

- KSU – Bachelor of Science in Business Administration with a Major in Professional Strategic Selling (first reading)
April Mason discussed Kansas State University’s Bachelor of Science in Business Administration with a Major in Professional Strategic Selling and introduced Dawn Deeter, KSU, to answer questions. If there are further comments or questions, please contact April Mason, Ruth Dyer or Dawn Deeter prior to the October 23, 2017, meeting. This is a first reading and no action is required.

- **KSU – Master of Science in Athletic Training (first reading)**
April Mason discussed Kansas State University’s Master of Science in Athletic Training and introduced Mark Haub, KSU, to answer questions. Discussion was held and if there are further comments or questions, please contact April Mason, Ruth Dyer or Mark Haub prior to the October 23, 2017, meeting. This is a first reading and no action is required.
- **ESU – Bachelor of Interdisciplinary Studies in General Studies (first reading)**
David Cordle discussed Emporia State University’s Bachelor of Interdisciplinary Studies in General Studies and answered questions. If there are further comments or questions, please contact David Cordle prior to the October 23, 2017, meeting. This is a first reading and no action is required.
- **KUMC – Doctorate in Clinical Laboratory Science (first reading)**
Robert Klein introduced University of Kansas Medical Center’s Doctorate in Clinical Laboratory Science program and Eric Elsinghorst, KUMC, did a presentation on the doctorate program. Discussion followed, and if there are further comments or questions, please contact Robert Klein or Eric Elsinghorst. This is a first reading and no action is required by COCAO.
- Emporia State University requested COCAO’s approval to rename the Office of Institutional Research and Assessment to the Office of Institutional Effectiveness. Discussion followed.

Lynette Olson moved, with the second of Neeli Bendapudi, that the renaming of the Office of Institutional Research and Assessment at Emporia State University be approved. The motion carried.

UPDATES

Brian Lindshield, KSU, presented the agenda topics for the Council of Faculty Senate Presidents meeting:

- Discuss the implementation of the Credit for Prior Learning policy
- Discuss the Baccalaureate degree 120 credit hour process
- Discuss liaison role with various Board committees

OTHER MATTERS

Board Goal: Simplify Undergraduate Admissions Process with Focus on Qualified Admissions Curriculum

- Continue the 2016-2017 Board goal of Common Online Application
- Request to simplify the undergraduate admission process
- Form a taskforce to review Qualified Admission Curriculum and simplify the application process
- Look for guidance and recommendations to serve on the taskforce from COCAO
 - Admissions directors
 - First Generation taskforce
 - Enrollment Management department personnel

Discuss Process for Universities to Submit Justification for Baccalaureate Degrees Exceeding 120 Credit Hours

- Board asked for a draft process to outline the goal
- BAASC will review the draft process prior to approval
- Request feedback from COCAO and Council of Faculty Senate Presidents
- Proposal lists dates and parameters over several years
- Discussed several potential scenarios for submission of justifications
- Institutions coordinate their plans, degrees and responses
- Institutions create a plan and timeline for compliance

Discuss Meeting Dates

- Face to face meeting in November
- Conference call in October and April to continue program/degree approval process
- All unanimously approved programs will be discussed at COPs, BAASC and Board at their next meeting

CLEP & AP Policy Implementation

- July 1, 2017 effective date for the AP/CLEP policy
- Discuss any problem or issue with implementation
- Make sure your website is updated with appropriate CLEP test scores
- Review your policy at the institution to ensure compliance
- Appreciate the work by the Council of Faculty Senate Presidents

Proposed Amendments to the Accreditation Policy

Jean Redeker requested to change the reporting to every other year. Revisions will be made to the policy and presented to COCAO for review and approval.

INFORMATIONAL ITEMS

- Wichita State University informed COCAO of the creation of the Institute for the Study of Economic Growth.

The Chair recessed the meeting at 10:03 am.

COCAO reconvened at 12:30 pm.

Open Discussion

- Discussed topics for the meeting with the Board of Regents
 - Faculty Career development
 - Associate to full professor development
 - Faculty development and promotion
 - Allow regents to define the topic
 - Student Experience – life cycle
 - Interested in recruitment of student through alumni status
 - Student issue vs academic issue
- Changes in personnel at KSU
 - April Mason is resigning as the Provost and Senior Vice President at the end of June 2018
 - Ruth Dyer is transitioning to retirement by the end of July 2018 after serving 20 years in the Office of Provost
 - New hires will be announced in Spring 2018

COPs approved COCAO's request to present approved degree programs to the COPs, BAASC, and Board on the same day.

ADJOURNMENT

Tony Vizzini moved to adjourn the meeting. Neeli Bendapudi seconded, and the meeting adjourned at 12:51 pm.

**Kansas Board of Regents
Council of Chief Academic Officers**

**Monday October 23, 2017
MINUTES**

The Council of Chief Academic Officers met by conference call at 11:00 a.m. on Monday, October 23, 2017.

In Attendance:

Members:	April Mason, KSU	David Cordle, ESU	Jeff Briggs, FHSU
	Lynette Olson, PSU	Neeli Bendapudi, KU	Robert Klein, KUMC
	Tony Vizzini, WSU		

Staff:	Jean Redeker	Karla Wiscombe	Max Fridell
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Other Attendees:
Mickey McCloud, JCCC Brian Lindshield, KSU

Meeting was called to order at 11:00 a.m. by Chair April Mason.

PROGRAM REQUEST

Kansas State University presented the Bachelor of Science in Business Administration with a Major in Professional Strategic Selling and Master of Science in Athletic Training for a second reading. There were no further questions or discussions.

Tony Vizzini moved, with the second of Neeli Bendapudi, that the Bachelor of Science in Business Administration with a Major in Professional Strategic Selling at Kansas State University be approved. The motion carried unanimously, and this degree will be presented to the next meeting of COPS and BAASC.

Lynette Olson moved, with the second of Tony Vizzini, that the Master of Science in Athletic Training at Kansas State University be approved. The motion carried unanimously, and this degree will be presented to the next meeting of COPS and BAASC.

Emporia State University presented the Bachelor of Interdisciplinary Studies in General Studies for a second reading. There have been no further questions or discussions.

Lynette Olson moved, with the second of April Mason, that the Bachelor of Interdisciplinary Studies in Bachelor of Interdisciplinary Studies in General Studies at Emporia State University be approved. The motion carried unanimously, and this degree will be presented to the next meeting of COPS and BAASC

Wichita State University presented the Bachelor of Science in Homeland Security program request. Discussion was held, and if there are any further comments or questions, please contact Tony Vizzini or Richard Muma at WSU prior to the November 15, 2017 meeting. This is a first reading and no action is required.

OTHER MATTERS

- A. Jean Redeker informed COCAO to prepare a brief overview of the KSU and ESU degree programs that will be reviewed at the BAASC November 15th meeting in Wichita.
- B. COCAO was informed of adding the April 18, 2018 conference call at 11:00 am to the meeting schedule.
- C. Request was made to add the Justification for Baccalaureate degrees exceeding 120 credit hour discussion topic to COCAO's November agenda

D. Lynette Olson, PSU, requested a report listing institution's degree programs and the hours required.

- Institutional Research Officers at the institution can create the report from the Kansas Higher Education Reporting System (KHERS).
- Brian Lindshield, KSU, offered to send the report URL link that he uses to COCAO members.

Adjournment

There being no further business, Chair Mason adjourned at 11:22 am.

Program Proposal Summary

Wichita State University Bachelor of Science (B.S.) Degree in Homeland Security

<u>Criteria</u>	<u>Program Summary</u>
1. Program Identification Delivery Format: Semester Credit Hours: Date of Implementation: Point of Contact:	B.S. in Homeland Security (CIP code 43.031) Online 120 Spring 2018 Richard.muma@wichita.edu
2. Academic Unit	School of Community Affairs
3. Program Description	<p>The workforce required to support a unified, homeland security effort in the modern context is significant. The homeland security profession has expanded in both public and private domains to meet growing needs. Because of the expansion of the nation's homeland security initiatives, opportunities are ripe for colleges and universities to develop educational programs aimed at preparing current and future employees for homeland security and related public safety employment at the operational, management, and policy levels.</p> <p>The B.S. in Homeland Security Degree at Wichita State University will attract students:</p> <ul style="list-style-type: none"> • Pursuing homeland security positions in local, state and federal law enforcement agencies, current law enforcement professionals, private security professionals in corporations, military personnel, immigration, border, and customs officers, as well as students interested in intelligence and national security services. • Needing an undergraduate degree for entry into a graduate degree in criminal justice program offered in the School of Community Affairs or a professional graduate degree offered at Wichita State or another college/university requiring such a degree. • Desiring a general degree related to public safety.
4. Demand/Need for the Program	<p>Over the past 15 years, the U.S. government has spent over \$130 billion on initiatives and strategies related to homeland security and related law enforcement services. Because the demand for employees with expertise in the security field is high, the employment prospects for graduates with a college degree in homeland security are positive.</p> <p>According to a 2016 research report by the Education Advisory Board, demand for homeland security professionals has grown 43% nationally between 2014 and 2015. There are now a limited number of four-year programs available across the U.S., and with over 60% of recent job postings requiring a bachelor's degree, there is a clear need for new baccalaureate degrees to prepare students for future careers in homeland security.</p> <p>Recent dialogue in January 2017 with police executives from across Kansas, as well as with the executive training staff of the Kansas Law Enforcement Training Center, revealed strong support for the proposed degree. Law enforcement executives, as evidenced in the letters of support (separate file), believe such a degree will generate strong interest among public safety personnel which will result in student enrollment.</p> <p>The state of criminal justice education at Wichita State University remains strong. A recent query of enrollment/major data revealed that there are 398 undergraduate students studying for the B.S. degree</p>

4. Demand/Need for the Program (<i>continued</i>)	in Criminal Justice and/or Forensic Science, and 50 graduate students studying for the M.A. degree, bringing the total majors to 448.																														
5. Comparative /Locational Advantage	<p>WSU’s School of Community Affairs, home to the Criminal Justice and Forensic Science programs, also houses the Regional Community Policing Training Institute and the Midwest Criminal Justice Institute. The School of Community Affairs offers course work leading to the B.S. and M.A. degrees in Criminal Justice, and the B.S. degree in Forensic Science. Thus, a B.S. degree in Homeland Security would be an appropriate fit within the School.</p> <p>Among the KBOR institutions, three two-year schools offer some type of program in Homeland Security: Butler CC, AA and AS in Homeland Security; Barton CC, AAS in Emergency Management with an emphasis in Homeland Security; and KCKCC, certificate in Homeland Security. In Kansas, only one program is available at the baccalaureate level: Kansas Wesleyan’s BA in Emergency Management, which has a partnership for a minor with K-State Polytechnic’s UAS program. Southwestern College has a certificate in Homeland Security.</p>																														
6. Curriculum	<p>The major in Homeland Security consists of at least 36 hours (but not more than 50 hours) that will count toward the B.S. degree. Students must complete 33 hours of core courses; for electives, students must choose a minimum of 3 semester credit hours of electives and not more than 14 semester credit hours.</p> <p>Homeland Security Minor</p> <p>Students from other major areas may also minor in homeland security. The minor in homeland security consists of 18 semester credit hours of homeland security courses.</p> <p><i>Please refer to Narrative Appendix A for course descriptions.</i></p>																														
7. Faculty Profile	<p>Two new, full-time core faculty will teach the majority of the courses and two existing criminal justice faculty members in the School of Community Affairs will each teach one course each. Adjunct lecturers will be used as needed.</p> <p>The two-existing criminal justice faculty who will teach one course each in the HLS program are</p> <table border="1" data-bbox="634 1346 1377 1583"> <thead> <tr> <th>Name</th> <th>Highest Degree(s)</th> <th>FTE</th> <th>Core or CJ Faculty</th> <th>Rank</th> </tr> </thead> <tbody> <tr> <td>Marti Smith</td> <td>Ph.D. / J.D.</td> <td>1.0</td> <td>CJ</td> <td>Assoc. Professor</td> </tr> <tr> <td>Szde Yu</td> <td>Ph.D.</td> <td>1.0</td> <td>CJ</td> <td>Assoc. Professor</td> </tr> </tbody> </table> <p>Two new proposed Homeland Security (HLS) core faculty are as follows:</p> <table border="1" data-bbox="634 1619 1377 1892"> <thead> <tr> <th>Name</th> <th>Highest Degree(s)</th> <th>FTE</th> <th>Core HLS Faculty</th> <th>Rank</th> </tr> </thead> <tbody> <tr> <td>TBD</td> <td>Ph.D.</td> <td>1.0</td> <td>HLS</td> <td>Asst. Prof. or Instructor</td> </tr> <tr> <td>TBD</td> <td>M.A. or Ph.D.</td> <td>1.0</td> <td>HLS</td> <td>Asst. Prof. or Instructor</td> </tr> </tbody> </table> <p>Hiring timeline: January 1 – Advertise and post two positions, Ph.D. and M.A./Ph.D.</p>	Name	Highest Degree(s)	FTE	Core or CJ Faculty	Rank	Marti Smith	Ph.D. / J.D.	1.0	CJ	Assoc. Professor	Szde Yu	Ph.D.	1.0	CJ	Assoc. Professor	Name	Highest Degree(s)	FTE	Core HLS Faculty	Rank	TBD	Ph.D.	1.0	HLS	Asst. Prof. or Instructor	TBD	M.A. or Ph.D.	1.0	HLS	Asst. Prof. or Instructor
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	<p>February 28 – Search closes March 15 – begin phone interviews April 1 – in-person interviews of top candidates August 15 – position start date</p>
8. Student Profile	<p>Freshman status (for transfer admission) meeting university admission guidelines. Freshman status (for transfer admission) meeting university admission guidelines. Characteristics of homeland security students will likely resemble students studying in the criminal justice program. A great many of students in the criminal justice program are criminal justice practitioners, and remaining are pre-service students, and those who will proceed on to graduate programs.</p>
9. Academic Support	<p>Existing academic support in the College and University is adequate in terms of supporting the new program.</p>
10. Facilities and Equipment	<p>No new space will be required. Equipment will entail two computers and printers for two new core faculty. This expense will be incurred by the School of Community Affairs from existing General Use funds.</p>
11. Program Review, Assessment, Accreditation	<p>Annual evaluations include, but are not limited to: admittance numbers (disaggregated data included for typically underserved populations), applied learning, graduation number and rate, student course success and failure rates, faculty attrition, research grants, faculty publications, adjunct faculty review, student research, and overall program review. Peer review of courses, employer input and surveys, and KBOR self-study will also be utilized in the evaluation of this program.</p>
12. Costs, Financing	<p>Two new core faculty will be hired at a salary of \$55,000 each. An additional \$4,000 in funds (other operating expense) is budgeted to offset conference travel and/or travel expense for program recruiting efforts. Costs for additional adjunct lecturers will not be necessary and will be covered from the existing adjunct pool and funding allocation.</p> <p>Ongoing marketing and recruiting costs for the program will also be included in the Office of Online Learning’s overall marketing and recruiting budget, with no additional costs to the School of Community Affairs beyond the \$4,000 General Use OOE mentioned above.</p> <p>It is not projected that years two or three will need additional faculty or other operating expenses.</p>

Curriculum Outline

New Degree Proposal Kansas Board of Regents

Wichita State University

Bachelor of Science (B.S.) Degree in Homeland Security

Delivery Format:	Online
Semester Credit Hours:	120
CIP Code:	43.031
Academic Unit:	School of Community Affairs
Anticipated Date of Implementation:	Spring 2018
Point of Contact:	Richard.muma@wichita.edu

The Homeland Security Program offers the 120-semester credit hour Bachelor of Science in Homeland Security degree. The degree is designed to provide preservice and in-service students with a broad educational background in all aspects of the homeland security field. The B.S. In Homeland Security is a four-year course of study, grounded in the liberal arts and sciences, with a core homeland security curriculum. The Bachelor of Science degree program is described below.

WSU General Education Program

Basic Skills (12 hours – required “C” or better):

English 101	English Composition I (3)
English 102	English Composition II (3)
Comm 111	Public Speaking (3)
Math 111	College Algebra (3)

Humanities & Fine Arts (12 hours)

Social & Behavioral Sciences (9 hours)

Mathematics & Natural Sciences (9 hours)

WSU Homeland Security Major Program

The major in homeland security consists of at least 36 hours (but not more than 50 hours will count toward the B.S. degree). Note: ENGL 210 is an additional requirement. Students must also satisfy Fairmount College requirements (including the foreign language requirement) and the University requirements for the Bachelor of Science degree. Students must complete 33 hours of core courses and 3 hours of electives (there is a maximum of 6 hours total allowed in HLS 480). Students may take 14 additional credit hours beyond the 36 hours required for the major (for a total of 50 hours).

WSU Homeland Security Minor Program

The minor in homeland security consists of 18 hours of homeland security and must include HLS 190 and five courses selected from the following: HLS 310, 312, 320, 330, 401, 403, 405, 420, or CJ 510.

Core Courses for Homeland Security Major (33 hours)

HLS 190 Introduction to Homeland Security (3)	HLS 403 Physical Security (3)
HLS 310 Emergency Management (3)	HLS 405 Intelligence Process (3)
HLS 312 Risk Assessment (3)	CJ 407 Research Methods (3)
HLS 320 Border Security (3)	HLS 420 Terrorism (3)
HLS 330 Legal Issues in Homeland Security (3)	CJ 510 Crime and Transportation (3)
HLS 401 Cyber Security (3)	

Elective Courses for Homeland Security Major

(minimum of 3 hours and maximum of 14 hours)

CJ 320 Criminal Procedure (3)	HLS 480 Individual Directed Study (1-3)
CJ 343 Special Investigations (3)	HLS 482 Applied Learning in Homeland Security (1-4)
CJ 381AK Digital Investigation (3)	CJ 501 Integrity in Public Service
CJ 420 Criminal Evidence (3)	CJ 516 Profiling (3)
CJ 451 International Criminal Justice (3)	CJ 560 Private Security (3)
CJ 470 Special Topics in Homeland Security (1-3)	

Please refer to Narrative Appendix A for course descriptions.

Fiscal Summary 2017

Wichita State University
Bachelor of Science (B.S.) Degree in Homeland Security

Delivery Format: Online
Semester Credit Hours: 120
CIP Code: 43.031
Academic Unit: School of Community Affairs
Anticipated Date of Implementation: Spring 2018
Point of Contact: Richard.muma@wichita.edu

Part I Anticipated Enrollment	Implementation Year (2017)		Year 2 2018		Year 3 2019	
	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
A. Full-time, Part-time Headcount:	6 (15 hr)	9 (9 hr)	12 (15 hr)	18 (9 hr)	20 (15 hr)	30 (9 hr)
B. Total SCH taken by all students in program	171		342		570	
Part II. Program Cost Projection						
A. In implementation year one, list all identifiable General Use costs to the academic unit(s) and how they will be funded. In subsequent years, please include only the additional amount budgeted.						
	Fall, Implementation Year	Year 2		Year 3		
Costs: Salaries	\$110,000	No additional amount budgeted		No additional amount budgeted		
OOE	\$4,000	No additional amount budgeted		No additional amount budgeted		
Total	\$114,000	No additional amount budgeted		No additional amount budgeted		

Indicate source and amount of funds if other than internal reallocation:

1. Internal reallocation only--- No new funding requested.
2. Online marketing provided by Office of Online Learning as a part of its overall digital online marketing spend.
3. Online advisor and online retention specialist provided by the Office of Online Learning.

Proposal from the Council of Faculty Senate Presidents

Process of Reviewing and Changing System Wide Scores

AP and CLEP scores will be reviewed every five years unless an interim review is triggered at the request of at least two regents' institutions. If the five-year, or interim review, reveals that at least two regent institutions would like to change a system-wide cut score, the CoFSP chair will facilitate an email, or conference call, of the university department heads responsible for that particular exam with the objective of reaching consensus on a score. If consensus cannot be reached, a meeting of the university department heads responsible for the exam in question at the Kansas Core Outcomes Group annual fall meeting will be convened. If consensus still is not reached, the Council of Chief Academic Officers will set the system-wide cut score for that particular exam.

Cut scores are announced to high schools and high school students at the beginning of each academic year. To allow adequate time for proper updates and communication to relevant constituents, all cut-score changes should have a future effective date. For example, if the decision is made in academic year 2017-2018 to change a cut score, then the cut score will be effective for the next academic year 2018-2019. This will allow students who have made decisions based on the current cut scores to have that score honored.

Consider Amendments Clarifying Policy on Auditing Courses

Summary and Staff Recommendation

Due to confusion for aged 60 and older students seeking the tuition waiver afforded by the Board's course auditing policy, staff recommends Board approval of amendments to the policy to further clarify its scope and the authority of the state universities to 1) set admission standards for non-degree seeking students, including those who are auditing courses pursuant to this policy, 2) place additional admissions criteria on undergraduate programs for any student, including those seeking to audit courses pursuant to this policy, and 3) clarify graduate courses are exempt from auditing.

Background

As early as 1974, the Board of Regents has had a tuition waiver program that permits senior citizens to audit courses at state universities on a space available basis. Initially, the waiver was for persons aged 65 and older.

In 1978, at the request of then-Governor Robert Bennett, the age for participation was reduced from 65 to 60. In his written request for this change, expressed in a letter dated December 27, 1977, Governor Bennett describes what he believed the intent of the Board's course auditing program to be:

“Our senior citizens have important needs for recreational and educational activity that the state should make every effort to meet. You have responded to this need by establishing a tuition waiver program that permits any Kansan over age 65 to enroll in courses for audit on a space available basis. By restricting the waiver to the auditing of a course, the student does not take examination nor receive grades yet benefits from the lectures and class discussions. Experience suggests that senior citizens are more interested in the activity of learning and less interested in receiving credit by taking examinations. I would like to request that you extend this opportunity to more older Kansans by lowering the minimum age of eligibility from 65 to 60.”

That same year, this program and practice was adopted into Board policy:

Any person 60 year of age or older upon the presentation of sufficient proof of age shall be permitted to audit courses at Regents institutions on a no fee, space available basis. All determinations as to the age of the applicant and the space available for the auditing of courses by such persons shall be made by the Regents institution involved.

In 1982 then Governor John Carlin was asked by a private citizen to provide for older citizens to be allowed to study for degrees at state universities without the payment of required tuition and fees. This individual had received an associate degree from Johnson County Community College pursuant to a program at JCCC that allowed persons 60 years of age or older to attend classes for credit at no charge and she wanted to pursue a four-year degree from one of the state universities, also for no charge (other than for books). In a letter responding to this individual's request, Governor Carlin explained that the Board's policy at that time provided only for course auditing for no credit on a space available basis, and that the universities were required to “provide a substantial portion of their operating expenses from student fee income. Because of these requirements, and because of fiscal problems resulting from a tight economic picture nationally and within the state, it has not been feasible for the Regents universities to waive tuition for any of their students, with the exception of the small number of graduate teaching assistants who perform classroom duties as part of their graduate training.” Governor Carlin also noted that he would nevertheless forward the request to the Board, as that was the entity with authority to act on her request. The Council of Chief Academic Officers (COCAO) was asked to explore the impact and desirability of allowing senior citizens to audit courses for credit on a no-fee, space available basis. The Council noted “that the current program permitting persons over 60 years of age to audit courses on a no fee, space available basis was working well” and concluded “since there has been no large degree of interest registered at any of the campuses on behalf of waiving tuition for elder citizens; in light of financial stringencies being placed on institutions and state budgets at this time; and, the precedent that would be set by establishing fee waivers for special interest groups of various sorts, that the proposed policy should not be favorably recommended.” The Council of Presidents (COPs) accepted the report of COCAO and no change was made to the Board's policy in response to this citizen's request.

In 1986, the auditing of courses policy was moved into the Board's Admissions policy. No other change was made to the auditing policy at that time.

Amendments were made to the course auditing policy in 1991 to clarify that the waiver only pertained to Kansas residents and that determination of residency was to be made by the state university involved, and in 1995 it was again amended to clarify that the waiver was of tuition and fees required of every student as a condition of enrollment, but that any specific academic fees were to be paid by the student.

In 2007 the Board (with the favorable recommendations of COCAO and COPs) amended all three subsections of the Admissions policy to reflect the adoption of the Board's updated qualified admissions regulations. At the time, language was added to the course auditing provision of Board policy stating that such auditors were to be considered non-degree seeking students (continuing the rule that qualified admission standards are inapplicable to these auditors). However, the requirement that the courses be taken not-for-credit was already in place, as evidenced by the discussions in 1977 and 1982. The 2007 amendments also clarified that state universities could set admissions standards for non-degree seeking students, and place additional restrictions on admission to undergraduate special programs and graduate programs as appropriate, as long as those standards and restrictions were compliant with the Board's regulations. Again, the authority of the institutions over their admissions, even for students only auditing not-for-credit, pre-existed these amendments, the amendments being clarifying in nature as provisions dealing with the new qualified admissions rules were being woven in.

Finally, in 2012, when the Board was conducting a comprehensive review of the entire policy manual, the course auditing policy was again amended, this time to reflect that more changes had been made to the Board's qualified admission regulations; senior citizen students auditing courses pursuant to the Board's policy continued to be considered non-degree seeking and thus not subject to qualified admission requirements.

Currently, the policy reads as follows:

c Auditing Courses

Any Kansas resident 60 years of age or older upon the presentation of sufficient proof of age shall be permitted to audit courses at state universities on a space available basis with no requirement for payment of tuition and fees required of every student as a condition of enrollment. A person meeting these requirements shall be considered a non-degree seeking student for purposes of K.A.R. Articles 88-29, 29a and 29b. Special academic fees shall be paid by the student. All determinations as to residency, the age of the applicant and the space available for the auditing of courses by such persons shall be made by the state university involved.

Universities and the Board office continue to field questions about the Board's course auditing policy, whether the Board would consider opening it up to senior citizens who are degree-seeking or otherwise wish to earn credit for the courses they audit, and whether state universities have the ability to place restrictions on the type or number of courses that students may audit under this policy.

Staff Recommendation: Clearly, located as it is in the student admissions section of the policy manual, it has long been at least implicit that the auditing of courses policy assumes that students seeking to audit courses under its provisions (tuition-free and space available) would have to be admitted to the university, as well as into any program having additional admission requirements. Just as clearly, the policy requires that the courses being audited by these students be non-credit bearing. Nevertheless, there apparently remains confusion for students aged 60 and older seeking the tuition waiver afforded by this provision. Therefore, staff recommends Board approval of amendments to the Board's course auditing policy to further clarify its scope and the authority of the state universities to 1) set admission standards for non-degree seeking students, including those who are auditing courses pursuant to this policy, 2) place additional admissions criteria on undergraduate programs for any student, including those seeking to audit courses pursuant to this policy, and 3) clarify graduate courses are exempt from auditing. The Admissions policy, including the proposed changes, is set forth below:

1. ADMISSION

a. Admission of Undergraduate Students to State Universities

Admission of all undergraduate degree-seeking students to state universities shall be in compliance with the Board's Qualified Admission Regulations, K.A.R. Articles 88-29, 29a and 29b, as applicable. State universities may set admission requirements for undergraduate non-degree seeking students, ~~as long as those requirements do not conflict with K.A.R. Articles 88-29, 29a, 29b and paragraph c. below.~~

b. Admission to Undergraduate ~~Special Programs and Graduate Programs~~

State universities ~~are permitted to~~ may restrict admission to undergraduate ~~special programs and graduate programs~~ where conditions warrant, ~~so long as those restrictions do~~ Any such restrictions shall not conflict with K.A.R. Articles 88-29, 29a, and 29b, as applicable. ~~Universities shall notify the Board's President and Chief Executive Officer, or designee, of such restrictions prior to implementation.~~

c. Auditing Undergraduate Courses

Any Kansas resident 60 years of age or older ~~upon the presentation of sufficient proof of age~~ shall be permitted to audit eligible undergraduate courses at ~~offered by a state universities on a space available basis~~ university with no requirement for payment of tuition and fees ordinarily required of every student as a condition of enrollment. ~~A person meeting these requirements shall be considered a non-degree seeking student for purposes of K.A.R. Articles 88-29, 29a and 29b. Special academic fees shall be paid by the student. All determinations as to residency, the age of the applicant, and the space available for the auditing of courses by such persons shall be made by the state university involved.~~ under the following conditions:

- i. Any person interested in auditing an undergraduate course pursuant to this provision shall present sufficient proof of age and residency to the state university prior to enrollment;
- ii. any qualifying person interested in auditing an undergraduate course pursuant to this provision shall be admitted to the state university as a non-degree seeking student for purposes of K.A.R. Articles 88-29, 29a and 29b, and subject to all other university policies related to non-degree seeking students enrolled in such undergraduate courses including, if any, limits on the number of credit hours that may be taken per semester;
- iii. the state university may restrict the enrollment of any otherwise qualifying person interested in auditing undergraduate courses that meet the Board's definition of distance education courses, or that are part of an undergraduate program with program-specific admissions requirements;
- iv. a qualifying person may audit eligible undergraduate courses only on a space-available basis; and
- v. a qualifying person may be required to pay any special fees associated with the course being audited.

All determinations as to residency, age, admission restrictions on non-degree seeking students, the designation of undergraduate courses and programs eligible for auditing, and the space available for the auditing of courses pursuant to this provision shall be made by the state university involved.

Proposed Amendments to the Accreditation Policy

Board policy states “the Vice President for Academic Affairs shall provide the Board with a report on the accreditation status of the state universities and their accredited programs each year.” Staff is exploring the potential impacts of reducing the frequency of this report, and is seeking COCAO’s guidance. Any changes to the accreditation policy will require Board approval.

11/01/2017

Background

Each year state universities report to the Board on the accreditation status of the institution and all accredited programs. Because there is little variance from year-to-year in these reports, staff is exploring the potential impacts of reducing the frequency of the reports. Guidance from the Chief Council of Academic Officers on this issue is critical. Following is the current Board accreditation policy and proposed amendments to that policy.

CHAPTER II: GOVERNANCE – STATE UNIVERSITIES

A. ACADEMIC AFFAIRS

7. NEW ACADEMIC UNITS AND ACADEMIC PROGRAMS

...

I. Accreditation Policy

The Kansas Board of Regents believes that accreditation is an important indicator of institutional and program quality but that it must be balanced by considerations such as the relationship of accreditation to institutional mission, role, and aspiration, as well as the costs associated with accreditation visits and recommendations.

i. Board approval is required when any state university seeks accreditation for any program that it does not hold. Board approval shall be preceded by a formal proposal to the Board to seek accreditation. Where a program at any state university is unaccredited, Board approval must be obtained and granted prior to beginning the accreditation process. The proposal should include information on the accrediting agency and a table of costs associated with accreditation.

ii. The Vice President for Academic Affairs shall provide the Board with a report on the accreditation status of the state universities and their accredited programs ~~each year~~ in odd-numbered years. The report shall include information on a) whether the institution or the program is accredited for the full term of accreditation and b) whether the institution or the program has received full accreditation status or is on probationary status.

iii. ~~Copies~~ Upon request of the Board, copies of all final accreditation reports shall be made ~~mailed to the Board office upon their receipt from the accrediting agency~~ available.

iv. In addition to the biannual reports, state universities shall promptly notify the Vice President for Academic Affairs when the accreditation status of a program or the institution adversely changes.