COUNCIL OF CHIEF ACADEMIC OFFICERS

AGENDA

November 16, 2016
9:15 am – 10:00 am
or upon adjournment of SCOCAO
reconvene at noon

The Council of Chief Academic Officers will meet in the Black and Gold/KSN Room located in the Memorial Union at Emporia State University, 1 Kellogg Circle, Emporia, KS 66801.

I. Call To Order

A. Approve Minutes — Neeli Bendapudi, Chair
October 19, 2016 Meeting — *p. 2*

II. Program Request

A. Master of Science in Biomedical Engineering (Second Reading) — WSU — *p. 4*

III. Informational Items

A. Pittsburg State University — Lynette Olson
- *Addition of Education emphasis in Masters of Science in Nursing*
- *Deletion of Clinical Mental Health Counseling emphasis in Master of Science in Counseling*

IV. Updates

A. Council of Faculty Senate Presidents — Pam Keller

B. Update on Board Attainment Goal: Cost-Benefit analysis of developing common online application — Jean Redeker

V. Other Matters

A. Regents breakfast discussion topics — Neeli Bendapudi

VI. Adjournment

COCAO Schedule

AGENDA MATERIALS DUE	MEETING DATES	LUNCH ROTATION
October 26, 2016	November 16, 2016 at ESU	ESU
November 23, 2016	December 14, 2016	WSU
December 28, 2016	January 18, 2017	KUMC
January 25, 2017	February 15, 2017	KSU
February 22, 2017	March 15, 2017	PSU
March 29, 2017	April 19, 2017 at KU	KU
April 26, 2017	May 17, 2017	Washburn
May 24, 2017	June 14, 2017	WSU
***Please Note: New Program Proposals are to be submitted 4 weeks prior to the next COCAO meeting for review and processing purposes.**		

Kansas Board of Regents
Council of Chief Academic Officers

Wednesday, October 19, 2016
MINUTES

The Council of Chief Academic Officers met in the Pioneer Room located in the Memorial Union at Fort Hays State University on Wednesday, October 19, 2016, and reconvened at noon.

In Attendance:

Members:	Neeli Bendapudi, KU	April Mason, KSU	Howard Smith, PSU for Lynette Olson
	Tony Vizzini, WSU	David Cordle, ESU	
	Graham Glynn, FHSU	Robert Klein, KUMC	
Staff:	Jean Redeker	Karla Wiscombe	
	Jacqueline Johnson	Tim Peterson	
Others:	Cherilee Walker, KCKCC	Rick Muma, WSU	Steve Loewen, FHTC
	Brad Bennett, Colby CC	Pamela Keller, KU	Brenda Edleston, Cloud County CC
	Alysia Johnston, Fort Scott CC	Mickey McCloud, JCCC	Deanna Mann, Dodge City CC
	Peggy Forsberg, Highland CC	Robin Garrett, Barton CC	Janice Jewett, PSU
	Ryan Ruda, Garden City CC	Tim Crowley, FHSU	Lori Winningham, Butler CC
	Kris Boone, KSU	Michael Jorgensen, WSU	

Neeli Bendapudi called the meeting to order at 9:40 a.m.

Approve September 14, 2016 Minutes

A motion was moved and seconded to approve the September 14, 2016 minutes as stands. Motion carried unanimously.

II. Program Requests

- WSU – Master of Science in Biomedical Engineering

Tony Vizzini discussed Wichita State University's Master of Science in Biomedical Engineering and introduced Michael Jorgensen to answer any questions. If there are any further comments or questions, please contact Tony Vizzini, Richard Muma or Michael Jorgensen prior to the November 16, 2016 meeting. This is a first reading and no action is required.

- KSU – Doctorate of Philosophy in Leadership Communication (Second Reading)

April Mason discussed the Kansas State University Ph.D. Program Review Team report. KSU has reviewed and responded to the recommendations and opportunities the team identified. Kris Boone, KSU, was available to answer questions during the discussion.

Tony Vizzini moved, and David Cordle seconded the motion, to recommend placing Kansas State University's Ph.D. in Leadership Communication on the Council of Presidents agenda for approval. Motion carried unanimously.

This proposed program will be reviewed by the Council of Presidents at its meeting today (October 19, 2016).

III. Updates

Pam Keller, chair of Council of Faculty Senate Presidents (COFSP), informed COCAO the Council had a lively and positive discussion with the Board of Regents during their breakfast meeting. COFSP is collaborating and continuing to open the lines of communication with various groups on policies. In today's meeting, the committee will continue discussion on campus carry and the resulting issues.

IV. Other Matters

A. Breakfast with the Regents has moved to December 15, 2016
   - COCAO members will discuss preliminary topics at November meeting

B. Academic Calendars for 2019-2022
   a. Submission rotation is every 3 years
   b. Due January 13, 2017
   c. Distributed new memo to be shared with faculty

C. Discussed the eclipse of sun on first day of classes, August 21, 2017
   a. According to policy, changing academic calendars requires Board approval

A motion was made and seconded to recess until 11:30 am. Motion carried.

Meeting reconvened at 11:30 am. Discussion was held on the remaining agenda topics:

A. Board Attainment Goals
   a. Review policy on credit hour requirements for baccalaureate degree
   b. Cost-benefit analysis of developing common online application

There being no other business, a motion was made and seconded to adjourn. Motion carried.

Wichita State University
New Degree Request

Criteria	Program Summary
1. Program Identification	M.S. in Biomedical Engineering CIP Code: 14.0501
2. Academic Unit	College of Engineering, Department of Biomedical Engineering
3. Program Description	Wichita State University (WSU) proposes the development of a Master of Science degree in Biomedical Engineering (BME), to be housed in the Biomedical Engineering Department, with an anticipated implementation date of Spring 2017. Biomedical Engineering is a discipline that utilizes engineering expertise to analyze and solve problems in biology and medicine, with an eye towards improvement in health care. New and innovative solutions to today's health challenges is increasingly requiring advanced and more in-depth study that graduate education can provide. The students in the program will advance their technical knowledge in the discipline of BME through four required core courses. The program allows flexibility by allowing students to take elective courses in their areas of interest from defined concentrations or coursework across different concentrations. Students will also develop their ability and skills for performing independent research and development of communication skills through the completion of a thesis.
4. Demand/Need for the Program	There has been a steady increase in employment of Biomedical Engineers and demand is expected to increase regionally and nationally. The U.S. Department of Labor's Bureau of Labor Statistics Occupational Outlook Handbook indicates Biomedical Engineering employment will experience 23% (much faster than average) job growth from 2014 to 2024. The Kansas City Area Life Science Institute, in their 2012 industry census, found that 40% of respondents from the top three industry segments (drugs and pharmaceuticals, biotechnology research and testing, medical devices) indicated plans to hire six or more employees in the next three years. Their previous census found that 70% of medical device firms and 36% of companies in drugs and pharmaceutical and biotechnology research and testing reported employment increases in the previous three years. Regionally, there is an increasing emphasis on the biomedical and health sectors. Healthcare is the Wichita regions #2 employment industry sector. A survey by the BME Department targeting WSU undergraduate students in various engineering and science majors indicated that 69% (123 out of 177) would definitely, most likely or likely apply to the BME MS program.

5. Comparative /Locational Advantage	Among the public universities in Kansas, the University of Kansas has a similar program to the proposed MS BME program; however, WSU is uniquely positioned both strategically and location-wise to provide an innovative and research-based advanced degree in BME. WSU is Kansas' only research university in a metropolitan area, which allows experiential learning collaborations with the Wichita regions #1 and #2 employment industry sectors, manufacturing and healthcare, respectively. Thus, the interface of the existing top industry sectors, combined with an increasing emphasis on the BME program which emphasizes interdisciplinary research would connect several existing pieces to accelerate the discovery of new knowledge. Additionally, the majority of WSU students and 70% of current BME undergraduate students at WSU are from or within 30 miles of Wichita, KS. Thus, locating a graduate program in BME at WSU provides additional educational opportunities for students who want an advanced degree from a program with an interface to top industry sectors.
6. Curriculum	The curriculum will consist of 30 credit hours. Students must complete 12 credit hours of core courses which will provide sufficient background of the BME discipline, a 0 credit hour seminar in BME Innovation and Translational Research each semester, as well as 6 credit hours of thesis which will develop the students' ability and skills for performing independent research. Students must also complete 12 credit hours of elective coursework, which can be selected from within specific concentration areas, or from across multiple concentration areas. The concentrations areas include (1) Biomaterials and Tissue Engineering, (2) Molecular and Cell Bioengineering, (3) Biomechanics and Rehabilitation Engineering, (4) Bio-Computational Modeling and Devices, and (5) Innovation and Translational Biomedical Engineering.
7. Faculty Profile	Faculty members in the BME Department will comprise the core faculty of the MS in BME program: Anil Mahapatro, PhD, Assistant Professor Nils Hakansson, PhD, Assistant Professor Kim Cluff, PhD, Assistant Professor David Long, PhD, Assistant Professor Gary Brooking, PhD, Engineering Educator Michael Jorgensen, PhD, Chair and Associate Professor The BME Department will search for one tenure-track faculty position for the MS BME program in the areas of neuroscience or neural engineering with expertise in robotics, prosthetics, bio devices, neural-control, which would bring the total FTE to 6.5 faculty.
8. Student Profile	The pool from which the students will be drawn from will largely consist of students who graduate with their bachelor's degree from universities in Kansas, from various engineering and science majors. It is anticipated the majority of the applicants would come from students with BME undergraduate degrees, with other applicants having bachelor's degrees in Mechanical Engineering, Industrial Engineering, Exercise Science, Biology or Chemistry. A majority of the students would likely be from the Wichita, KS, area and surrounding counties. Applicants will have an interest in engineering, science and health, and entrepreneurship.

<table>
<tr><td>9. Academic Support</td><td>For students admitted into the program, the Graduate Committee will appoint an initial faculty advisor for initial program advising purposes. Within the first semester, the student will file a Plan of Study with the Graduate School, and then must identify a permanent BME faculty advisor. The BME Department currently has one full time administrative assistant and one full time laboratory technician. There are no anticipated additional advising, library, audio-visual, or academic computing resource needs or costs, and the current administrative support for the BME Department will be sufficient for the addition of the MS BME program to the BME Department.</td></tr>
<tr><td>10. Facilities and Equipment</td><td>Existing facilities are adequate to support the program.</td></tr>
<tr><td>11. Program Review, Assessment, Accreditation</td><td>Wichita State University conducts program reviews that meet Kansas Board of Regents program review requirements, on a three-year cycle. The review for the MS in BME will consist of assessment of the learner outcomes, graduate student scholarship dissemination, and student post-graduate employment and placement. Assessment of the program will be overseen by the Department Chair and Graduate Program Coordinator. No external program accreditation is available.</td></tr>
<tr><td>12. Costs, Financing</td><td>
<table>
<tr><th></th><th>Salaries*</th><th>OOE</th><th>Facil & Equip</th><th>Fac Start-Up</th><th>Total</th></tr>
<tr><td>Year 1</td><td>$44,875</td><td>$1,500</td><td>$0</td><td>$0</td><td>$46,375</td></tr>
<tr><td>Year 2</td><td>$44,875</td><td>$1,500</td><td>$0</td><td>$0</td><td>$46,375</td></tr>
<tr><td>Year 3</td><td>$150,475</td><td>$1,500</td><td>$0</td><td>$75,000-$100,000</td><td>$226,975-$251,975</td></tr>
</table>
Salaries include GTA salaries Year 1-3, and one additional tenure-track faculty line beyond the current 5.5 FTE lines, from resources aligned by the College of Engineering beginning by Year 3. Fifty percent of the GTA salaries would come from externally funded research grants. A two-year start up package for the one additional tenure-track faculty line will be provided from internal resources, estimated to be $75,000-$100,000 for each of the two years.
*Includes salaries and fringe benefits.</td></tr>
</table>

CURRICULUM OUTLINE
NEW DEGREE PROPOSALS
Kansas Board of Regents

I. Identify the new degree:

Master of Science in Biomedical Engineering

II. Courses required for each student in the major:

	Course Name & Number	Credit Hours
Core Courses	BME 777 Biodegradable Materials	3
	BME 738 Bioimaging	3
	BME 752 Applied Human Biomechanics	3
	BME XX1 Molecular and Cellular Engineering	3
	BME XX2 Seminar in BME*	0
Electives	Selected from the following concentration areas: -Biomaterials and Tissue Engineering -Molecular and Cell Bioengineering -Biomechanics and Rehabilitation Engineering -Bio-Computational Modeling and Devices -Innovation & Translational Biomedical Engineering	12
Research	BME XX3 Master's Thesis	6
	Total	30

*Each semester students are required to attend a zero-credit hour seminar course consisting of invited speakers related to BME innovation, entrepreneurship and translational research.

IMPLEMENTATION YEAR FY 2017 (Spring 2017)

Fiscal Summary for Proposed Academic Programs

Institution: Wichita State University: Master of Science Biomedical Engineering

Part I. Anticipated Enrollment	Implementation Year		Year 2		Year 3	
	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
A. Full-time, Part-time Headcount:	5	0	10	0	20	0
B. Total SCH taken by all students in program	90		180		360	
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.						
	Implementation Year		Year 2		Year 3	
Base Budget Salaries	$ 44,875 (GTA salaries)		$ 44,875 (GTA salaries)		$150,475 (GTA and new faculty salaries)	
OOE	$ 1,500		$ 1,500		$ 1,500	
New faculty start-up package	$ 0		$ 0		$75,000 - $100,000	
Total	$ 46,375		$ 46,375		$ 226,975 – $251,975	

Indicate source and amount of funds if other than internal reallocation:
No additional state funding is being requested. Funding will come through a mix of internal reallocation, tuition revenue, and externally funded research grants/contracts. The externally funded research grants/contract funds will pay for 50% of the GTA salaries. To support the new faculty in the program, a start-up package utilized for buy-out for reduce teaching load, travel to conferences and funding agencies, office equipment, summer salary, and graduate student support for two years will be provided, estimated to be $75,000 - $100,000 for each of the two years.