

Board Academic Affairs Standing Committee
September 18, 2013
10:30 a.m. – 11:30 a.m.
Kathy Rupp Conference Room

Agenda

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1. Approve September 3, 2013 Conference Call Minutes [Attachment 1]	2
2. BAASC 13-05, Teacher Preparation: Gary Alexander	
a. Fort Hays State University Education Dean – Robert Scott	
b. University of Kansas Education Dean – Rick Ginsberg	
3. BAASC 13-02, Transfer and Articulation: Quality Assurance Draft [Attachment 2] – Karla Wiscombe and Gary Alexander	4
4. BAASC 13-19, Advising Policy Update [Attachment 3] – Gary Alexander	6
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**Kansas Board of Regents
Academic Affairs Standing Committee**

**Tuesday, September 3, 2013
Conference Call
MINUTES**

The Academic Affairs Standing Committee of the Kansas Board of Regents met by Conference Call at 11:00 a.m. on Tuesday, September 3, 2013. This meeting had been properly noticed pursuant to the Kansas Open Meetings Law on August 27, 2013.

In Attendance:

Members: Regent Robba Moran
Regent Mildred Edwards

Staff: Gary Alexander, Jean Redeker, Karla Wiscombe, Jacqueline Johnson, Crystal Puderbaugh, Rita Johnson, Renee Burlingham, Susan Fish, and Julene Miller

Others: Linda Fund, Kansas Association of Community College Trustees; Sara Rosen, University of Kansas; Rick Muma, Wichita State University; Tony Vizzini, Wichita State University; Lynette Olson, Pittsburg State University; Brian Niehoff, Kansas State University; Randy Pembroke, Washburn University; Jennifer Brown, Northcentral Kansas Technical College; Marilyn Mahon, Manhattan Area Technical College; Mike Werle, University of Kansas Medical Center; Regena Lance, Fort Scott Community College; and Mike Vitale, Kansas City Kansas Community College

Meeting called to order at 11:07 a.m. without a quorum present.

Approve June 19, 2013 Minutes

Regent Moran authorized the minutes stand as written.

Consent Agenda

Act on Requests for Additional Degree Granting Authority for:

- Strayer University
- National American University
- Walden University
- Full Sail University

Act on Requests for Degree and Certificate Programs Submitted from Community Colleges and Technical Colleges for Manhattan Area Technical College

Regent Moran authorized placing the above listed consent agenda items on the September consent agenda of the Board of Regents as no questions or comments had been sent to her regarding the agenda items.

Discussion Agenda

Act on Requests for New Degree Granting Authority for Northcentral University

Jacqueline Johnson presented Northcentral University's request for new degree granting authority. Northcentral University is accredited by the North Central Association of the Higher Learning Commission which is recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation.

Regent Moran authorized placing Northcentral University's request for new degree granting authority on the September discussion agenda of the Board of Regents.

Comments and Questions

Face-to-face Standing Committee Meeting

The Board Academic Affairs Standing Committee's face-to-face meeting will be on Wednesday, September 18, 2013.

BAASC is interested in learning more about teacher preparation and wants to hear from the universities what they are doing well and what they are working on. At the September 18 meeting Robert Scott, Dean of Education at Fort Hays State University and Rick Ginsberg, Dean of Education at the University of Kansas, will make presentations to the Standing Committee. The other education deans are scheduled to make presentations later in the year.

Reciprocity

It was noted the Kansas Private and Out-of-State Postsecondary Educational Institutional Act will require revision if Kansas enters into the proposed State Authorization Reciprocity Agreement (SARA). One consideration is how to address institutions in the states that do not enter into the proposed SARA.

It was noted that representatives of the Midwest Higher Education Commission and the National Council for State Authorization Reciprocity Agreements will discuss reciprocity with the full Board of Regents at its September 18th meeting.

Academic Advising Report Update

The proposed academic advising policy language is on the System Council of Chief Academic Officers' September 18 agenda and it will be shared with the Student Advisory Committee. Then it will be taken to BAASC and/or Governance Committee.

Other Business

There being no further business, the meeting adjourned at 11:15 a.m.

Transfer and Articulation Council Process for Appealing Core Outcomes Course Decisions

Conditions of Appeal

There may be cases in which an institution finds students unable to transfer a course that has been approved by the Kansas Board of Regents (KBOR) for system-wide transfer and is listed on the KBOR website. In such cases either the student or institution may submit an appeal to the Transfer and Articulation Quality Assurance Subcommittee for review. Two conditions must be met for appeals to be considered: **(1) the course being appealed must have been approved for system-wide transfer; and (2) the parties must have exhausted all campus-level avenues for resolving the issue.***

Appeals Procedures

System appeals may be emailed to KBOR Transfer Coordinator, using the *Transfer and Articulation Council Institutional Appeal* form. Each request must include the following documentation:

- Written documentation of the appeals discussion from both the receiving and transferring institutions
- Written documentation that the appeals process has been exhausted at the institutional level
- Course syllabi from both the receiving and transferring institutions
- Rationale from the transferring institution as to why the appeal should be supported

Appeals must be transmitted by the Provost/Chief Academic Officer of the transferring institution to the System Vice President for Academic Affairs, who will transmit the appeal to the Chair of the Quality Assurance Subcommittee of the Transfer and Articulation Council (TAAC).

The Quality Assurance Subcommittee will review the appeal only if one or more of the following conditions apply:

- The transferring institution can provide evidence that the decision made by the receiving institution was arbitrary
- The transferring institution can provide evidence of inequitable treatment regarding the specific course (i.e. the course has transferred to the receiving institution in the past; course outcomes are comparable to those of the receiving institution's course outcomes)

If additional clarification is needed, the Transfer Coordinator at the transferring institution will be contacted for further information.

Timetable for Appeals

Appeals approved for review will be considered at the next regularly scheduled meeting of the Quality Assurance Subcommittee.

The Quality Assurance Subcommittee reviews the appeal and makes a recommendation to the full Transfer and Articulation Committee (TAAC). TAAC then reviews the arguments and evidence presented by the Quality Assurance Subcommittee and makes a decision to approve or deny the appeal. The decision of TAAC is final.

The KBOR Transfer Coordinator will transmit the Transfer Advisory Council's decision to the student and/or the transferring and receiving institutions within two weeks of its decision, using the *Transfer and Articulation Council Response to Institutional Appeal*.

*The following university websites list individual campus appeals procedures:

Revise KBOR Advising Policy

At its May 16, 2013 meeting, the Board revised its policy on academic advising, eliminating the requirement of an annual report. The Council of Chief Academic Officers was asked to recommend a new procedure for campuses to report on their advising systems. The Council of Chief Academic Officers recommends institutions provide a brief report every three years, beginning in spring 2016, as described in section d. of the proposed revised policy on academic advising.

Background

As Foresight 2020 illustrates, student success is a strong component of institutional success. Student success not only looks at issues such as retention and graduation rates, but also looks at other aspects such as enrollment, persistence, relationship building, leadership development, career preparedness, and character development. These are all critical for students to succeed academically, personally, and professionally.

Academic advising is just one of many factors that contribute to student success and in turn institutional success—albeit a critical one. Because the needs of students vary, institutions tailor academic advising to meet the needs of individual students who may fall into one or more of the following categories: at risk students, first-year students, first-generation students, returning adult students, students with children, veterans, students in the military, students with disabilities, international students, transfer students, students of color, high-achieving students, students at a distance, etc. Academic advising is further customized for those completing the general education curriculum, those who are completing the discipline-specific requirements, and those who are transitioning from general education to discipline-specific courses.

Because of the complexity of academic advising, institutions employ professional advisors and faculty advisors, with support from, and referrals made to, offices that offer such services as counseling, career and employment services, tutoring, study abroad opportunities, disability services, wellness services, money management services, research opportunities, service learning opportunities, etc. Its complexity makes it difficult to capture the character and impact of academic advising in a single annual report. Therefore, the Council of Chief Academic Officers recommends institutions provide a brief report every three years, beginning in spring 2016, as described in section d. of the proposed revised policy on Academic Advising.

Proposed Revision to Current Policy

The policy on academic advising was revised May 16, 2013, to eliminate the section requiring an annual report on academic advising, with the understanding that the Council of Chief Academic Officers (COCAO) would recommend a procedure for campuses to report on their advising systems. COCAO recommends the following revision to the Board policy on Academic Advising.

~~4110.~~ ACADEMIC ADVISING (5-16-13)

- a. Effective academic advising is central to the educational mission of the Board of Regents. To ensure that all students have access to high quality advising, each state university shall establish an Academic Advising System, which shall provide the following:

—————(1)i. Goal Setting: Each Academic Advising System should help students to set both short-term and long-term educational goals.

- (2)ii. Information: Each Academic Advising System should be able to accurately inform students of graduation requirements of their department. It should be sensitive to the importance of strategic course selections so as to minimize the number of semesters required for graduation. Additionally, the System should be able to inform students of career opportunities in their field of study.
 - (3)iii. Transitions: Each Academic Advising System should inform students how to change colleges and/or departments. Furthermore, the System should provide information to explain the process students follow to enroll in their curriculum and to drop or add courses during the semester.
 - (4)iv. Accessibility: Each Academic Advising System should have reasonable hours and methods of availability for students. Additionally, students should be able to set up appointments within the System for an adequate amount of time to make curricular selections and career choices.
 - (5)v. Referral to Campus Resources: Each Academic Advising System should be able to refer students to various campus resources including, but not limited to: university counseling services, student activities, and career and employment services.
- b. Each Academic Advising System shall provide information to students to inform them of their responsibilities in the Academic Advising process.
 - c. Each Academic Advising System shall be responsible for the necessary training of academic advisors to assist them in meeting the responsibilities of this policy.
 - d. Every three years, beginning in spring 2016, each campus shall provide the Vice President for Academic Affairs with a written report, no more than two pages in length, describing how its Academic Advising System advances the Board's strategic goals pertaining to retention and graduation. The Vice President for Academic Affairs shall summarize the campus reports in a single document and provide it to the President and CEO for transmission to the Board at the President/CEO's discretion. (5-20-99; x-xx-13)

The Chair changed the Board meeting dates for February and March which changed the schedule that was presented in the Board Materials for June 2013.

**Board Academic Affairs Standing Committee
Conference Call Schedule
September 2013 to June 2014
Revised July 2013**

BAASC Conf Call – 11:00 a.m.	Board of Regents Meeting Dates
Tues, September 3, 2013 BAASC Conf Call	September Board – September 18-19, 2013
Tues, October 1, 2013 BAASC Conf Call	October Board – October 16-17, 2013
Tues, November 5, 2013 BAASC Conf Call	November Board – November 20-21, 2013
Tues, December 3, 2013 BAASC Conf Call	December Board – December 18-19, 2013
Thurs, January 2, 2014 BAASC Conf Call	January Board – January 15-16, 2014
Tues, January 28, 2014 BAASC Conf Call	February Board – February 12-13, 2014
Tues, February 25, 2014 BAASC Conf Call	March Board – March 12-13, 2014
Tues, April 1, 2014 BAASC Conf Call	April Board – April 16-17, 2014
Tues, April 29, 2014 BAASC Conf Call	May Board – May 14-15, 2014
Tues, June 3, 2014 BAASC Conf Call	June Board – June 18-19, 2014