

Council of Chief Academic Officers

MINUTES

Wednesday November 15, 2017

The November 15, 2017, meeting of the Council of Chief Academic Officers was called to order by Chair April Mason at 9:03 a.m. The meeting was held in the Olive Room (RSC 261) located in the Rhatigan Student Center on Wichita State University campus at 1845 N. Fairmount, Wichita, KS 67260.

In Attendance:

Members:	April Mason, KSU	David Cordle, ESU	Jeff Briggs, FHSU
	Lynette Olson, PSU	Stuart Day, KU	Robert Klein, KUMC
	Tony Vizzini, WSU		
Staff:	Jean Redeker	Karla Wiscombe	Max Fridell
Others:	Ed Kremer, KCKC	Cindy Hoss, Hutchinson CC	Adam Borth, Fort Scott CC
	Brian Lindshield, KSU	Harold Arnett, Cowley CC	Aron Potter, Coffeyville CC
	Rick Moehring, JCCC	Amy Hite, PSU	Rick Muma, WSU
	Brad Bennett, Colby CC	Sarah Robb, Neosho CC	Brian Niehoff, KSU
	Rick Muma, WSU	Michael McCloud, JCCC	Mark Porcaro, WSU
	Rob Catlett, ESU	Michal Fitzpatrick, Pratt CC	Kim Krull, Butler CC
	Erin Shaw, Highland CC	Lori Winningham, Butler CC	David Wright, WSU
	Gina Crabtree, WSU	Stephan Bisaha, KMUW	Marissa Campbell, The Sunflower

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

APPROVAL OF MINUTES

Lynette Olson moved that the minutes of the September 20, 2017, and October 23, 2017, meeting be approved. Following the second of David Cordle, the motion carried.

PROGRAM REQUESTS

- WSU – Bachelor of Science in Homeland Security (second reading)
Wichita State University requested approval to offer a Master of Science in Homeland Security. Tony Vizzini stated there has been a change in Curriculum Outline and the degree program is now offered at 120 credit hours.

Lynette Olson moved, with the second of Stuart Day, that the Bachelor of Science in Homeland Security at Wichita State University be approved. The motion carried unanimously and this degree will be presented to COPs today.

UPDATES

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

- Baccalaureate degrees and 120 credit hours
- Alternative Educational Materials for courses
- Language relating to the process following the Advanced Placement (AP) Cut Scores revision
 - The discussion will be held regarding a lower score for AP for Physics
 - Data is being provided to make an informed decision
 - Ensure consensus among participating members

OTHER MATTERS

A. Lunch meeting located in Morrison Hall, Room 109

Tony Vizzini informed COCAO of the location of Morrison Hall and Room 109 for the lunch meeting.

B. Proposed Amendments to the Audit Policy

- BAASC will review the proposed amendments prior to BOARD approval
- Request feedback from COCAO on by Feb 2018
- Amendments clarify the policy and details the institutional flexibility to restrict enrollment in the course

After discussion, consensus was to revise the proposed amendments to the Audit Policy and review the draft proposal at the COCAO's December meeting.

C. Proposed Amendments to the Accreditation Policy

- BAASC will review the revisions prior to BOARD approval
- Discussed the revisions to the Accreditation Policy
 - Changed the reporting cycle to every other year
 - Added section 4, inform office when there is an issue on program with accreditation
 - Report new accreditation directly to the Board by the President of the institution

Consensus is to present to COPs today and if approved, forward the proposal on to BAASC.

- Feedback from COPs
 - Approved the reporting every other year for immediate reporting
 - Suggested a longer reporting period and to return with a future reporting proposal
- COCAO discussed the options and consensus is to report every 5 years or upon a specific trigger point.

D. Informational Items

- None reported by COCAO

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

- Faculty requesting clarification on several issues
- Not all degrees need to be at 120 credit hours
 - Review each degree and if there is a good reason to exceed 120 credit hours, it will be brought forward for further review
 - Time line will be different for each institution
 - Entire process expected to be completed over 3 years
- Put plan together by March 2018
 - FHSU and PSU need to create a one page transition plan and include the redesign of their General Education requirement
 - ESU, KSU, KU, and WSU need to list their degree programs
 - Create a timeline for completion by Fall 2018
- COCAO may discuss the credit hour requirements for similar degrees
- Most new degrees should be at 120 credit hours
 - Look at how many hours it takes the student to complete the degree, not necessarily how many hours the degree is.

Rick Muma, WSU will present at the COCAO December meeting a sample spreadsheet for all institutions to review and use.

F. Credit for Prior Learning Credits allowed toward a degree

- HLC requirements is interpreted differently at institutions
- HLC's Prior Learning Assessment Handout states the institution has a clear policy on the maximum allowable credit for prior learning as a reasonable proportion of the credits required to complete the student's program
- The institution should present itself clearly and completely to its students and to the public and post current information on their website

Tony Vizzini moved, with the second of Stuart Day, that the COCAO meeting recess until noon. The motion carried unanimously. The Chair recessed at 10:03 am.

COCAO reconvened at 12:20 pm.

G. Closed Captioning on academic websites and online courses

- Distance courses and website closed captioning maintenance
- Possibly coordinate with other institutions to receive more economical pricing
- Make a good faith effort to meet the American with Disabilities Act (ADA)
- April Mason work with Rick Moehring, JCCC and John Jones, WSU to create an Accessibility Committee
 - Involve General Counsel and Chief Informational Officers
 - Gather best practices from institutions
 - Improve access to materials rather than provide individual accommodations
 - Be Proactive instead of reactive

Open Discussion

- Questions were raised on the BAASC attendance protocol and Board Agenda items

ADJOURNMENT

David Cordle moved to adjourn the meeting. Tony Vizzini seconded, and the meeting adjourned at 1:12 pm.