

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

**Wednesday, April 19, 2017  
MINUTES**

The Council of Chief Academic Officers met at the University of Kansas in Lawrence, KS at 9:52 a.m. on Wednesday, April 19, 2017, and reconvened at noon.

Members:	Neeli Bendapudi, KU Tony Vizzini, WSU Julie Mazacheck, Washburn	Lynette Olson, PSU David Cordle, ESU	April Mason, KSU Jeff Briggs, FHSU
Staff:	Jean Redeker Kathleen Mercer	Karla Wiscombe	Max Fridell
Others:	Stuart Day, KU Tiffany Bohm, KCKCC Michael McCloud, JCCC Andrew Bennett, KSU Jeff Pulaski, WSU	Rick Muma, WSU Pamela Keller, KU Amalia Monroe-Gulick, KU Lori Winningham, Butler Rodney Miller, WSU	Rick Moehring, JCCC Janice Jewett, PSU Amy Hite, PSU Nilou Vakil, KU

Neeli Bendapudi called the meeting to order at 9:52 a.m.

**Approve March 15, 2017 Minutes**

Tony Vizzini moved to approve the March 15, 2017 minutes. Lynette Olson seconded, and the motion carried.

**II. Program Requests**

- KU – Bachelor of Science in Interior Architecture and Design (First Reading). Information was presented by Neeli Bendapudi. Nilou Vakil was introduced and answered questions during the discussion. After discussion, decision was made to hold the second reading of this proposal until June 2017 to address the concerns presented by PSU and KSU. COCAO members should contact Neeli Bendapudi prior to June 2017 meeting with additional comments. This is a first reading and no action is required.
- WSU – Bachelor of Applied Arts in Media Arts (First Reading). Information was presented by Tony Vizzini. Jeff Pulaski and Rodney Miller were introduced and answered questions during the discussion. If there are any further comments or questions, please contact Tony Vizzini prior to the May 2017 meeting. This is a first reading and no action is required.
- KSU – Bachelor of Science in Biomedical Engineering (Second Reading). April Mason stated there have been further discussions and issues have been resolved. Neeli Bendapudi stated KU supports KSU's Biomedical Engineering degree program. She also informed COCAO of KU's intent to submit a proposal next academic year for an undergraduate degree program in Biomedical Engineering.

Tony Vizzini moved to recommend placing KSU's Bachelor of Science in Biomedical Engineering on the Council of Presidents agenda for approval. David Cordle seconded, and the motion carried. The proposed program from KSU will be reviewed by the Council of Presidents at its meeting today (April 19, 2017).

Discussion regarding differentiating programs amongst universities was held. Duplication of programs at the universities was a concern of past regents and legislature; COCAO members inquired if program duplication is still a concern given the current fiscal environment. Universities are looking at meeting student supply and demand when developing programs.

- The following changes were presented for approval:

1. *KSU Request Approval for Degree Name Change from Clinical Laboratory Science (Medical Technology) B.A./B.S. to Medical Laboratory Science B.A./B.S.*
2. *KU Request Approval for Department Name Change from Department of French and Italian to Department of French, Francophone, and Italian Studies*
3. *FHSU Request Approval for Degree Name Change from B.S. in Geography to B.S. in Geosciences*
4. *FHSU Request Approval for Degree Name Change from B.S. in Justice Studies to B.S. in Criminal Justice*
5. *FHSU Request Approval for Major Name Change within an approved degree from B.A. with a major in Justice Studies to a B.A. with a major in Criminal Justice*
6. *PSU Request Approval for Degree Name Change from M.S. Counseling with a major in School and Clinical Mental Health Counseling to M.S. in School Counseling*

April Mason moved to approve the list above of department, degree, and major name changes. Lynette Olson seconded, and the motion carried.

### **III. Informational Items**

- PSU informed COCAO of a Emphasis name change for BST – Automotive Technology.
- PSU is offering two new Certificates.

### **IV. Updates**

Pam Keller presented COFSP recommendations to COCAO on the AP Credit Policy Implementation:

- In 2018 conduct an implementation check
- Review AP scores every five years
- Early review may be conducted if requested by two institutions
- New courses will use the same process to determine if a default score of 3 is appropriate
- All courses have default score of 3 except for:
  - Art History has a minimum score of 4
  - Physics with Algebra Base has a minimum score of 4
  - Physics with Calculus Base has a minimum score of 5

April Mason moved to accept the recommended AP Credit Policy Implementation. Lynette Olson seconded, and the motion carried.

Tony Vizzini moved to recess until noon. April Mason seconded, and the motion carried. The Chair recessed until noon.

COCAO reconvened at 12:30 pm.

### **V. Other Matters**

- Jean Redeker distributed a draft Academic Advising Form for review. Institutions should review the form with appropriate faculty and compare to current advising policies. Jean requested suggestions be emailed by summer 2017. The next Academic Advising report is due in 2019.
- Academic Calendars were discussed with the following recommendations to BAASC:
  - Determine a schedule that works best for campus constituents
  - If an institution schedules spring break the third week of March, recognize the institution must attend the appropriate Board, committee, and council meetings
  - Maintain local control
  - Create guidelines for future reference

Consensus is to present a recommendation for local control, and if the institution does schedule a spring break that overlaps the Board meeting, appropriate people will attend the Board meeting. This recommendation will be presented to BAASC in May. With BAASC approval, the Academic Calendars for 2019 – 2022 will be presented to the Board June 2017.

- Update on Board Goal to review policy on Credit Hour Requirements for Baccalaureate Degree to determine if policy meets best practices for promoting on time completion by Jean Redeker. Recommendations will be presented to the Board in May.

Several individuals entered the meeting room and began speaking about various topics that concerned them. Provost Bendapudi requested to meet with the group outside of the meeting room, in order for the COCAO meeting to continue with the set agenda.

- Discussion continued with the report on the Board's Goal of Credit Hour Requirements for Baccalaureate Degree. The Board will recommend most undergraduate degrees be no more than 120 credit hours.
- Scheduling of the University Press of Kansas Board meeting was discussed. The annual budget proposal will be presented at the May meeting.
- Jean Redeker discussed the Expedited Program Approval Process. Looking for recommendations to ensure the expedited programs are reviewed with the same integrity as non-expedited programs. Discussion involved a variety of ideas:
  - Purpose of the Expedited Program Approval Process
  - Definition of a program for expedition
  - Timing of submission of programs for approval
  - Complimentary expedited approval process on campus
  - Combination of the First and Second readings at COCAO meetings
  - Utilize 14 calendar day review process for all programs
  - Use a veto session for programs submitted at the end of the academic year
  - Current process requires institutions to use this process sparingly for it to be effective

Consensus was to continue the discussion at the May meeting.

There being no other business, Tony Vizzini moved to adjourn. April Mason seconded, and the motion passed. The Chair adjourned the meeting at 1:45 pm.