

**System Council of Chief Academic Officers
Minutes**

**Wednesday, May 20, 2015
8:30 a.m.**

**Kathy Rupp Conference Room
Kansas Board of Regents**

The System Council of Chief Academic Officers met in the Kathy Rupp Conference Room, Kansas Board of Regents, Topeka, Kansas, at 8:30 a.m. on Wednesday, May 20, 2015.

Members Present:

Jon Marshall, Allen County Community College	Karla Fisher, Butler Community College
David Cordle, Emporia State University	Sara Rosen for Jeff Vitter, University of Kansas
Lynette Olson, Pittsburg State University	Rick Muma for Tony Vizzini, Wichita State University
Chris Crawford, Fort Hays State University	April Mason, Kansas State University
Randy Pembroke, Washburn University	Bill Backlin, Cloud County Community College
Steve Loewen for Sheree Utash, Wichita Area Technical College	Robert Klein, University of Kansas Medical Center

Board Staff

Gary Alexander, Jean Redeker, Karla Wiscombe, Jacqueline Johnson, Rita Johnson, and Cynthia Farrier

Others Present:

Cindy Hoss, Hutchinson Community College; Julie Dainty, Pittsburg State University; Julie Samuels, Pittsburg State University; Kim Krull, Butler Community College; Danny Gillum, Dodge City Community College; and Penny Quinn, Barton County Community College

Approve Minutes of April 15, 2015 Meeting

Lynette Olson moved, and Steve Loewen seconded the motion, to approve the April 15, 2015 minutes as submitted. Motion carried unanimously.

Updates

Transfer and Articulation Council (TAAC) – Karla Wiscombe

Karla Wiscombe showed the Council the updated Transfer and Articulation Website

(http://kansasregents.org/academic_affairs/transfer_articulation). A handout of the transfer courses by effective date [HANDOUT: [Kansas Transfer Initiative](#) (May 2015) (pdf)]. The links to the two-year institutions' transfer website

(http://kansasregents.org/academic_affairs/transfer_articulation/institutional_transfer_information) have also be added. The TAAC meets today (May 20, 2015) to continue planning the September 18, 2015 Kansas Core Outcomes Group Project. The course list for review by disciplines and courses is available here http://kansasregents.org/academic_affairs/transfer_articulation/2015_annual_kcog_meeting.

Recruiting and Retaining Outstanding Students – Gary Alexander

Gary Alexander updated SCOCAO that after the report was received in April the Governance Committee expressed interest in discussing how to proceed regarding recruiting and retaining outstanding students. This will be on the Committee's agenda. The Regents will benefit from hearing about campuses' progress/plans.

Discussion

Student Learning Assessment Model Reporting Format – Gary Alexander

Gary Alexander shared with the Council a reporting form for student learning assessment. He advised SCOCAO reports are due on July 1, 2015 covering the previous year's assessment.

National Student Clearinghouse Reverse Transfer – Gary Alexander

Gary Alexander advised SCOCAO that the National Student Clearinghouse Reverse Transfer Initiative will be on the Thursday, June 11, 2015, Kansas Board of Regents Data Quality and Planning Conference from 10 a.m. to noon.

Graduate Course Credit Opportunities (Proposed Target Date for Achieving Faculty Credentials) – Jon Marshall

Jon Marshall reviewed the HLC changes for required faculty credentials. He referenced HLC's assumed practices in the guidelines page 2. - Item 2. Faculty Roles and Qualifications - a. "Faculty teaching general education courses, or other courses that transfer, typically hold a master's degree or higher in the discipline or subfield. If a faculty member holds a master's degree or higher in a discipline or subfield other than that in which he or she is teaching, that faculty member should have completed a minimum of 18 graduate credit hours in the discipline or subfield in which they teach." In April SCOCAO discussed options for institutions' credentialing plans.

KBOR Policy (CH.III.A.12) specifies that high school faculty teaching college courses as part of a Concurrent Enrollment Partnership must meet the following qualifications:

iv. High School Faculty

(1) Qualifications

(a) High school faculty teaching college-level, non-tiered Concurrent Enrollment Partnership courses shall attain instructional eligibility by meeting the standards established by the Higher Learning Commission of the North Central Association, as stated that the body's Criteria for Accreditation and Assumed Practices regarding faculty roles and qualifications.

(b) Faculty teaching college-level tiered technical courses through a Concurrent Enrollment Partnership shall attain instructional eligibility by meeting the academic standards addressed above or possess a valid/current industry-recognized credential and a minimum of 4,000 hours of work experience in the specific technical field.

(c) Postsecondary partner institutions may set higher standards.

Discussion followed:

- Edit the KBOR statement by eliminating the second sentence in paragraph one
- Referenced the State of Indiana model
- Possibility of eighteen hour graduate certificates
- Resources for obtaining graduate credits/masters degrees
- Referenced the Southern Association of Colleges and Schools (SACS) requirements
- The Council of Chief Academic Officers agreed to assist as needed
- Teacher qualifications vary from masters degree without the eighteen graduate hours in the specific course to no masters degree without the eighteen graduate hours in the specific course
- Resources to obtain credentials available through the system institutions
- Many institutions are placing CEP faculty on plans to obtain needed credentials
- Contact Graduate Coordinators on the four year campuses

SCOCAO by consensus agreed to work toward having faculty who teach concurrent courses to have a masters in the subject matter or a masters in a different subject matter but with eighteen hours of graduate credit in the subject matter. Institutions are responsible for meeting HLC guidelines and will need to justify to HLC site reviewers the employment of CEP faculty who do not have the required qualifications.

Gary Alexander will email SCOCAO the universities who offer graduate credit in specific subject matter, together with the revised KBOR statement.

The faculty qualifications agenda item will be on the June 2015 SCOCAO agenda for discussion.

Other Business

There being no other business, April Mason moved, and Rich Muma seconded the motion, to adjourn. Motion carried.

Meeting adjourned at 9:45 a.m.