

**MINUTES**  
**KCTCS Board of Regents**  
**Academic Affairs and Curriculum Committee Meeting**  
**March 14, 2019**

**Committee Members Present:**

Dr. Angela Fultz, Committee Chair  
Mr. Damon V. Allen  
Mr. Marc J. Blunk

Dr. Wendy Fletcher  
Mr. James Lee Stevens  
Ms. Tammy C. Thompson

**Committee Members Absent:**

Ms. Karen A. Finan, Committee Vice Chair

**CALL TO ORDER**

Academic Affairs and Curriculum Committee Chair Angela Fultz called to order the meeting of the Kentucky Community and Technical College System Board of Regents Academic Affairs and Curriculum Committee at 1:53 p.m. (ET) on March 14, 2019. The meeting was held in Conference Room 102A of the KCTCS System Office in Versailles, Kentucky. Chair Fultz announced that the press was notified of the meeting on March 6, 2019.

There being a quorum present, committee business began with the approval of minutes.

**APPROVAL OF MINUTES**

Chair Fultz asked if there were any corrections to the December 6, 2018, minutes presented in the meeting materials. There being none, the minutes were declared approved as presented.

**ADDITIONS OR CHANGES TO THE AGENDA**

There were no changes or additions to the agenda.

**ACTION:  
RATIFICATION OF  
NEW CREDIT  
CERTIFICATE  
PROGRAMS**

**RECOMMENDATION:** That the KCTCS Board of Regents ratify the approval of new credit certificate programs listed in the agenda materials.

Chair Fultz called on KCTCS Chancellor Kris Williams to provide additional information related to the recommendation. Dr. Williams noted that some of the programs listed are a result of “rolling over” an existing curriculum to a new integrated curriculum with multiple exit points.

All certificate programs included on the list are applicable toward at least one degree program and additional resources are not required for their implementation. The certificate programs listed in the agenda book support the *Kentucky Postsecondary Education Improvement Act of*

1997 (as amended). These certificate programs meet all KCTCS program approval policies and procedures, the *KCTCS Policy on Collaborative Program Development*, and all applicable Council on Postsecondary Education (CPE) policies and procedures.

Chair Fultz called for discussion, there being none, and she called for the motion.

MOTION: Mr. Blunk moved and Ms. Thompson seconded that the Academic Affairs and Curriculum Committee recommend that the KCTCS Board of Regents ratify the approval of new credit certificate programs listed in the agenda materials.

Chair Fultz called for a vote.

VOTE: The motion was approved unanimously.

Chair Fultz moved to the next agenda item.

**ACTION: KCTCS  
COLLEGES'  
CANDIDATES FOR  
CREDENTIALS**

RECOMMENDATION: That the KCTCS Board of Regents approve the awarding of KCTCS colleges' candidates for degrees and diplomas and ratify certificates as presented in the supplemental booklet, *KCTCS Candidates for Credentials October 2, 2018 through January 9, 2019*, with the credentials (degrees, diplomas, and certificates) to be awarded to the candidates upon certification that the requirements have been satisfactorily completed.

Chair Fultz called on Dr. Gloria McCall, KCTCS Vice President, to present the candidates for credentials. Dr. McCall noted that for the period of October 2, 2018 through January 9, 2019, there were 9,880 credential requests (6,897 of which are unduplicated), including 6,492 certificates; 607 diplomas; 1,007 associate in arts; 553 associate in science; 1,215 associate in applied science; and 6 associate in fine arts.

It was noted that Owensboro Community and Technical College and West Kentucky Community and Technical College awarded associate in fine arts degrees.

Chair Fultz called for discussion, there being none, and she called for the motion.

MOTION: Dr. Fletcher moved and Mr. Allen seconded that the Academic Affairs and Curriculum Committee recommend that the KCTCS Board of Regents approve the awarding of KCTCS colleges' candidates for degrees and diplomas and ratify certificates as presented in the supplemental booklet, *KCTCS Candidates for Credentials October 2, 2018 through January 9, 2019*, with the credentials (degrees, diplomas, and

certificates) to be awarded to the candidates upon certification that the requirements have been satisfactorily completed.

Chair Fultz called for a vote.

VOTE: The motion was approved unanimously.

Chair Fultz moved to the next agenda item.

**ACTION: NEW  
PROGRAM  
PROPOSALS-  
ASSOCIATE IN  
APPLIED SCIENCE  
(AAS) IN HEALTH  
SCIENCE  
TECHNOLOGY FOR  
BLUEGRASS  
COMMUNITY AND  
TECHNICAL  
COLLEGE**

Chair Fultz called on Dr. Williams to present the program proposal agenda item. Dr. Williams noted that the total number of programs approved since 1998 is 4,589. The total number of programs suspended is 1,668.

RECOMMENDATION: That the Board of Regents approve an Associate in Applied Science (AAS) in Health Science Technology (HST) for Bluegrass Community and Technical College (BCTC) to be implemented in fall 2019.

Chair Fultz asked Dr. Williams to introduce BCTC President Koffi Akakpo to discuss the need for this program. Dr. Akakpo also introduced Dr. Greg Feeney, Vice President of Academics and Workforce Solutions; and Dr. Rebecca Simms, Dean of Academic Support, to assist.

Dr. Akakpo shared that this multidisciplinary HST degree will allow students to explore and become skilled with varied aspects of contemporary healthcare delivery. As students earn each certificate, they will be able to obtain meaningful entry-level work in a healthcare setting, while completing their degree.

Dr. Feeney noted that the multi-discipline certificate structure of the HST degree supports student inquiry and decision making process for career growth within the health care employment sector. Additionally, students who complete the HST program are well-positioned for success in selective admissions Allied Health programs.

Dr. Simms shared that the potential student demand for the Health Science Technology AAS was extrapolated from data contained in the Academic Pathways of BCTC Students enrolled in Fall 2016 which indicated that 1,135 students would have been eligible to enroll in HST. There were also 136 students on waiting lists for selective admission health programs. These students would potentially have interest in applying for a Health Science Technology AAS credential based on the prerequisite course work for Nursing (Practical Nursing and Associate Degree Nursing), Dental Hygiene, Radiography Technology, Respiratory Care, Sonography and Surgical Technology that they may have already completed.

Dr. Feeney noted that the cost of implementing this program will be minimal as the infrastructure is already in place. The general education courses and certificate courses required for degree attainment are already being offered and staffed. The college is committed to providing a program coordinator with a three credit hour reassignment (\$3,200.00) to promote the program, complete the annual program health review, recruit, and serve as a point of contact for advising.

Dr. Williams recommended the program.

Chair Fultz called for discussion.

During discussion, it was noted that students would be able to get certificates in several healthcare settings while in the process of completing their degrees. It was also noted that the employers in the community are in need of entry level workers in these healthcare fields.

MOTION: Mr. Blunk moved and Ms. Thompson seconded that the Academic Affairs and Curriculum Committee recommend that the Board of Regents approve an Associate in Applied Science (AAS) in Health Science Technology (HST) for Bluegrass Community and Technical College (BCTC) to be implemented in fall 2019.

Chair Fultz called for a vote.

VOTE: The motion was approved unanimously.

Chair Fultz moved to the next agenda item.

**ACTION: POLICY  
REVISION KCTCS  
BOARD OF REGENTS  
POLICY 4.12 POLICY  
ON COLLABORATIVE  
PROGRAM  
DEVELOPMENT**

RECOMMENDATION: That the KCTCS Board of Regents approve the proposed revision of *KCTCS Board of Regents 4.12 Policy on Collaborative Program Development* as presented in the agenda materials.

Chair Fultz called on Dr. Williams to present this agenda item.

Dr. Williams noted the revisions to *KCTCS Board of Regents 4.12 Policy on Collaborative Program Development* would revise the Associate in Arts (AA) and the Associate in Science (AS ) requirements to provide greater flexibility for KCTCS students transferring to four-year institutions, and to require completion of a college success course.

Dr. Williams shared that the revision would lower the number of general education credit hours required for completion of the AA and AS, while allowing more flexibility for transfer students who need major specific courses (ex. Business and Education.) The changes would also include a graduation requirement for all AA and AS students to complete a college

success course or approved equivalent. College success courses are a key component to student retention, as noted by both KCTCS faculty and the President's Leadership Team (PLT).

The presentation given on the *Proposed Policy Revision KCTCS Board of Regents Policy 4.12 Policy on Collaborative Program Development* at the Academic Affairs and Curriculum Committee is available at:

<https://publicsearch.kctcs.edu/board/Pages/201903.aspx>

Chair Fultz called for discussion.

During discussion, The Chancellor's staff and KCTCS faculty was commended for their excellent work on reviewing the policy and making changes that would benefit KCTCS students.

MOTION: Mr. Allen moved and Dr. Fletcher seconded that the Academic Affairs and Curriculum Committee recommend that the Board of Regents approve the proposed revision of *KCTCS Board of Regents 4.12 Policy on Collaborative Program Development* as presented in the agenda materials.

Chair Fultz called for a vote.

VOTE: The motion was approved unanimously.

Chair Fultz moved to the next agenda item.

**UPDATE: PROGRAM  
SUSPENSIONS**

Chair Fultz called on Dr. Williams to provide the update.

Dr. Williams explained to the committee that a suspended program is defined by the Kentucky Council on Postsecondary Education (CPE) as an academic program that no longer accepts new students as of a specified date but allows current or previously accepted students to complete the program. The program can be re-opened within five years without going through the new academic program approval process. After five years, if the program has not been re-opened, it is considered a closed program.

Dr. Williams noted that program proposals to add new programs may be presented at any quarterly KCTCS Board of Regents meeting.

Deactivated credentials are credentials that have been deactivated but may include a teach-out for any credential, and for tracks of the program within the credential level.

Dr. Williams shared that program suspensions are programs that have been officially removed from the CPE Program Inventory and include all credential levels of a program and for all tracks within the credential level. The program suspensions that are presented in the supplemental booklet are provided for July 1, 2018 to December 31, 2018. The total credentials suspended for the academic year of 2018-19 is 12.

The presentation given on Program Suspensions is available at:

<https://publicsearch.kctcs.edu/board/Pages/201903.aspx>

Chair Fultz called for discussion, there being none, and she moved to the next agenda item.

**UPDATE:  
ACADEMIC  
SERVICES REPORT**

Chair Fultz called on Dr. Williams to provide the update.

Dr. Williams shared that the Academic Services Report covers a broad range of areas from workforce credit education to dual credit, transfer coursework to curriculum, distance learning to program review.

The presentation given on the Academic Services Report at the Academic Affairs and Curriculum Committee is available at:

<https://publicsearch.kctcs.edu/board/Pages/201903.aspx>

Chair Fultz called for discussion, there being none, and she moved to announcing the next meeting.

**NEXT MEETING**

Chair Fultz announced that the next regularly scheduled meeting of the KCTCS Board of Regents Academic Affairs and Curriculum Committee is for June 13, 2019 at Jefferson Community and Technical College, Louisville, Kentucky.

**ADJOURNMENT**

Mr. Stevens moved and Dr. Fletcher seconded that the Academic Affairs and Curriculum Committee meeting adjourn.

VOTE: The motion was approved unanimously, and the meeting adjourned at 3:32 p.m. (ET).

*6/13/19*

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Date Approved by the Academic Affairs  
and Curriculum Committee

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Angela Fultz  
Committee Chair