

**MINUTES**  
**KCTCS Board of Regents**  
**Academic Affairs and Curriculum Committee Meeting**  
**September 19, 2019**

**Committee Members Present:**

Mr. James Lee Stevens, Committee Chair  
Ms. Mary R. Kinney, Committee Vice Chair  
Dr. Wendy J. Fletcher

Mr. Jonathan K. McDermott  
Ms. Marcia L. Roth

**Committee Members Absent:**

Mr. Christopher J. Girdler

**CALL TO ORDER**

Academic Affairs and Curriculum Committee Chair James Lee Stevens called to order the meeting of the Kentucky Community and Technical College System Board of Regents Academic Affairs and Curriculum Committee at 2:22 p.m. (ET) on September 19, 2019. The meeting was held in the Hal Rogers Advanced Technology Center, Room 208, at Big Sandy Community and Technical College, Pikeville Campus, in Pikeville, Kentucky. Chair Stevens announced that the press was notified of the meeting on September 12, 2019.

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

**WELCOME OF NEW  
COMMITTEE  
MEMBERS**

Chair Stevens extended a welcome on behalf of the Academic Affairs and Curriculum Committee to Mr. Christopher Girdler, Ms. Mary Kinney, Mr. Jonathan McDermott, and Ms. Marcia Roth. Chris was unable to attend the meeting, but should be in attendance at the December meeting. He is the President and CEO of Somerset Pulaski Economic Development Authority. Mary is our new Vice Chair and she is the Coordinator of Academic Affairs and an Adjunct Psychology faculty member for Owensboro Community and Technical College. Jon is a student at Southcentral Kentucky Community and Technical College and is pursuing an Associate in Applied Science Degree in Computer and Information Technology and Marcia is recently retired after 19 years from serving as the founding director of the Mary Byron Project.

**APPROVAL OF  
MINUTES**

Chair Stevens asked if there were any corrections to the June 13, 2019, 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.

**DRAFT**

**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 Stevens 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 Stevens called for discussion, there being none, and he called for the motion.

**MOTION:** Ms. Roth moved and Ms. Kinney 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 Stevens called for a vote.

**VOTE:** The motion was approved unanimously.

Chair Stevens moved to the next agenda item.

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

**RECOMMENDATION:** 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 April 11, 2019-July 17, 2019*, with the credentials (degrees, diplomas, and certificates) to be awarded to the candidates upon certification that the requirements have been satisfactorily completed.

Chair Stevens called on Dr. Gloria McCall, KCTCS Vice President, to present the candidates for credentials. Dr. McCall noted that for the period of April 11, 2019 through July 17, 2019, there were 23,658 credential requests (14,728 of which are unduplicated), including 15,875 certificates; 1,363 diplomas; 1,911 associate in arts; 1,388 associate in science; 3,109 associate in applied science; and 13 associate in fine arts.

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

Chair Stevens called for discussion, there being none, he called for the motion.

MOTION: Mr. McDermott moved and Ms. Kinney 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 April 11, 2019-July 17, 2019*, with the credentials (degrees, diplomas, and certificates) to be awarded to the candidates upon certification that the requirements have been satisfactorily completed.

Chair Stevens called for a vote.

VOTE: The motion was approved unanimously.

Chair Stevens moved to the next agenda item.

**UPDATE: PROGRAM  
SUSPENSIONS**

Chair Stevens 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 the 2018-19 academic year. The total number of credentials suspended for the 2018-19 academic year is 29.

**DRAFT**

Chair Stevens called for discussion. There being none, he moved to the next agenda item.

**UPDATE: ACADEMIC SERVICES REPORT**

Chair Stevens 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/201909.aspx>

Chair Stevens moved to announcing the next meeting.

**NEXT MEETING**

Chair Stevens announced that the next regularly scheduled meeting of the KCTCS Board of Regents Academic Affairs and Curriculum Committee is for December 5, 2019 at the KCTCS System Office, Versailles, Kentucky.

**ADJOURNMENT**

Ms. Kinney moved and Ms. Roth seconded that the Academic Affairs and Curriculum Committee meeting adjourn.

**VOTE:** The motion was approved unanimously, and the meeting adjourned at 3:16 p.m. (ET).

*12/5/19*

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Date Approved by the Academic Affairs  
and Curriculum Committee

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James Less Stevens  
Committee Chair