

Minutes
Kentucky Community and Technical College System
Board of Regents
Academic Affairs and Curriculum Committee Meeting
March 12, 2020

Committee Members Present:

- Mr. James Lee Stevens, Committee Chair
- Ms. Marcia L. Roth, Committee Vice Chair
- Dr. Wendy J. Fletcher
- Mr. Christopher J. Girdler
- Mr. Jonathan K. McDermott
- Ms. Rhonda Rose

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 2:29 p.m. (ET) on March 12, 2020. The meeting was held in Room 102 A of the KCTCS System Office, Versailles. The press was notified of the meeting on March 4, 2020.

There being a quorum present, the meeting began.

Welcome New Committee Members:

Chair Stevens extended a welcome on behalf of the Academic Affairs and Curriculum Committee to Ms. Rhonda Rose who won the Staff Representative Special Election to fill the unexpired term of Ms. Mary Kinney who resigned in January. Ms. Rose is the Human Resource Specialist for Maysville Community and Technical College. Chair Stevens also noted that Ms. Marcia Roth will now serve as Vice Chair of the Academic Affairs and Curriculum Committee.

Approval of Minutes:

Chair Stevens asked if there were any corrections to the September 19, 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.

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: Mr. McDermott moved, and Ms. Roth 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 October 3, 2019-January 9, 2020*, 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 October 3, 2019 through January 9, 2020, there were 8,180 credential requests (5,535 of which are unduplicated), including 4,741 certificates; 612 diplomas; 872 associate in arts; 559 associate in science; 1,393 associate in applied science; and 3 associate in fine arts.

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

MOTION: Dr. Fletcher moved, and Mr. McDermott 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 3, 2019-January 9, 2020*, 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.

Action: New Program Proposals

AAS in Fixed Wing Flight Training for Madisonville Community College

RECOMMENDATION: That the Board of Regents approve an Associate in Applied Science (AAS) in Fixed Wing Flight Training and 11 certificates in FAA: Private Pilot Ground School, FAA: Private Pilot Certification, FAA: Instrument Pilot Ground School, FAA: Instrument Pilot Certification, FAA: Commercial Pilot Ground School, FAA: Commercial Pilot Certification, FAA: Certified Flight Instructor Ground, FAA: Certified Flight Instructor Certification, FAA: Flight Instructor Instrument Ground, FAA: Flight Instructor Instrument Certification, and FAA: Multi-Engine Certification for Madisonville Community College (MCC) to be implemented in fall 2020.

Chair Stevens asked Dr. Williams to introduce MCC President/CEO Dr. Cindy Kelley to discuss the need for this program. Dr. Kelley also introduced Provost Dr. Scott Cook, and Chair, Applied Sciences Mr. Matt Lockett. Dr. Kelley also introduced several members of the community who support the program.

Dr. Kelley noted that the aviation program will provide viable options for a significantly increased number of students graduating with the necessary skill set relative to employment in various aspects of the aviation industry cluster.

Dr. Cook shared that MCC will offer an established aviation curriculum that is tailored to localized need, yet consistent with the other 130 collegiate aviation programs that collectively comprise the membership of the University Aviation Association.

Dr. Kelley shared that within the MCC service area, the region has made considerable investments in two general service airports that would make ideal locations for flight schools. Local economic development organizations within the region have conducted elaborate feasibility studies on the benefits of initiating aviation training to support the various needs of the aviation cluster. The community members present shared their multi-county support of this program.

Mr. Lockett noted that the needs for the program will be met through existing funding. Local city and county governments and their representative economic development teams are so engaged and enthusiastic about this program that they have committed resources to ensure that program requirements are more than offset by program revenues and their economic support.

Dr. Williams recommended the program.

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

MOTION: Mr. McDermott moved, and Mr. Girdler seconded that the Academic Affairs and Curriculum Committee recommend that the Board of Regents approve an Associate in Applied Science (AAS) in Fixed Wing Flight Training and 11 certificates in FAA: Private Pilot Ground School, FAA: Private Pilot Certification, FAA: Instrument Pilot Ground School, FAA: Instrument

Pilot Certification, FAA: Commercial Pilot Ground School, FAA: Commercial Pilot Certification, FAA: Certified Flight Instructor Ground, FAA: Certified Flight Instructor Certification, FAA: Flight Instructor Instrument Ground, FAA: Flight Instructor Instrument Certification, and FAA: Multi-Engine Certification for Madisonville Community College (MCC) to be implemented in fall 2020.

Chair Stevens called for a vote.

VOTE: The motion was approved unanimously.

Chair Stevens moved to the next agenda item.

AAS in Helicopter Flight Training for Madisonville Community College

RECOMMENDATION: The Board of Regents approve an Associate in Applied Science (AAS) in Helicopter Flight Training and 10 certificates in FAA: Private Pilot Ground School, FAA: Private Pilot Certification, FAA: Instrument Pilot Ground School, FAA: Instrument Pilot Certification, FAA: Commercial Pilot Ground School, FAA: Commercial Pilot Certification, FAA: Certified Flight Instructor Ground, FAA: Certified Flight Instructor Certification, FAA: Flight Instructor Instrument Ground, and FAA: Flight Instructor Instrument Certification for Madisonville Community College (MCC) to be implemented in fall 2020.

Dr. Williams asked Dr. Kelley and her staff to proceed with the program presentation.

Dr. Kelley shared that the Helicopter Flight Training (HFT) proposal is student-centered (featuring over 150 hours of one-on-one flight instruction) and prepares students to achieve ten Federal Aviation Administration (FAA) certifications and five aeronautical ratings in less than 24 months. Graduates will be highly trained and competent aircraft operators who are not only responsible for the safety of their passengers and cargo, but also for the operation of sophisticated and expensive equipment.

Dr. Cook noted that the local economic development organizations within the region have conducted elaborate feasibility studies on the benefits of initiating aviation training to support the various needs of the aviation cluster.

Dr. Kelley shared that the needs for the program will be met through existing funding. Local city and county governments and their representative economic development teams are so engaged and enthusiastic about this program that they have committed resources to ensure that program requirements are more than offset by program revenues and their economic support.

Mr. Tackett noted that the program curriculum is one that is widely utilized across the nation. Local, state and national employment needs support the establishment of this program, and MCC has the resources available and the enthusiastic desire to successfully implement.

Dr. Williams recommended the program.

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

MOTION: Mr. Girdler moved, and Mr. McDermott seconded that the Academic Affairs and Curriculum Committee recommend that the Board of Regents approve an Associate in Applied Science (AAS) in Helicopter Flight Training and 10 certificates in FAA: Private Pilot Ground School, FAA: Private Pilot Certification, FAA: Instrument Pilot Ground School, FAA: Instrument Pilot Certification, FAA: Commercial Pilot Ground School, FAA: Commercial Pilot Certification, FAA: Certified Flight Instructor Ground, FAA: Certified Flight Instructor Certification, FAA: Flight Instructor Instrument Ground, and FAA: Flight Instructor Instrument Certification for Madisonville Community College (MCC) to be implemented in fall 2020.

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 presented a PowerPoint and shared the following:

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 2019-20 academic year. The total number of credentials suspended for the 2019-20 academic year is 27.

Update: Academic Services Report

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

Dr. Williams presented a PowerPoint and shared updates on the following topics:

Action Plan Development

KCTCS has a six-year Strategic Plan. Each biennium, KCTCS develops a two-year Action Plan to move the Strategic Plan forward. Five core strategies will guide the work of the Colleges and System Office in completion of the final two years of the strategic plan. These include strategies on increasing access and success for all KCTCS students, particularly among traditionally underserved populations; expanding the recognition of KCTCS as the premier choice for postsecondary education in Kentucky; and developing a center for excellence in Work-Based Learning to align programs, curricula, and student experiential/work-based learning opportunities to the Future of Work.

Winter Session

The Winter Session was made available to KCTCS Colleges to reach out to new student populations/enrollments and provide short-term classes between the end of the fall term and the first week in spring term (encompassing the institutional closure). Ten colleges offered 78 winter session courses with 578 unduplicated students participating. Courses were generally online, and three Colleges offered in person courses. It was an excellent start to this new session offering and there is College interest in expansion of the session next December.

Instructional Designer Support

To support faculty designing online courses, the Chancellor's Office redirected funding for three instructional design positions. Working with the College Chief Academic Officers and the Distance Learning Peer Team, the Office for Online Learning assigned each designer to 4-6 Colleges to support selected faculty. The intent of this effort is to strengthen the quality of online offerings across the System.

Apprenticeship Update

KCTCS was approved by the Kentucky Registered Apprenticeship Program with the US Department of Labor Employment and Training Administration as an apprenticeship education sponsor intermediary. This allows KCTCS to serve businesses and apprentices in a new way. College Workforce Solutions staff are working with Systems Office staff to expand services to businesses and students in the recruitment, retention, and success of apprentices.

Next Meeting:

The next regularly scheduled meeting of the KCTCS Board of Regents Academic Affairs and Curriculum Committee is for June 11, 2020, at the KCTCS System Office in Versailles.

Adjournment:

Ms. Roth moved that the meeting adjourn. Mr. McDermott seconded the motion.

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

June 11, 2020

Date Approved by the
KCTCS Board of Regents
Finance, Technology, and Human Resources Committee

SIGNATURE ON FILE

James Lee Stevens, Committee Chair
KCTCS Board of Regents
Academic Affairs and Curriculum Committee