

Academic Affairs Meeting Minutes Monday, March 31, 2025 at 3:00pm In-person, Memorial Union – Lincoln Room

Attendees: Beth O'Neill (ex-officio), Tracy Davies (chair), Michelle Heusi, Sarah Holt, Jim Schnoebelen, Barbara Scofield, Hillary Lolley, Cherry Steffen

Guests: Kelly Erby, John Burns, Nan Sun, Kelly McClendon, Craig Treinen

The meeting was called to order by the committee at 3:03 pm.

- I. Approvals
 - a. Minutes from the Academic Affairs meeting held on February 17, 2025, were presented.
 - i. A motion for approval was made by Jim Schnoebelen and seconded by Hillary Lolley.
 - ii. The motion was passed unanimously.
- II. Action Items
 - a. To accommodate visitor timing, Jim Schnoebelen moved to review new minors first, followed by a discussion on program inactivations. The motion was seconded by Hillary Lolley and passed unanimously.
 - b. Curriculum Proposal – New Minors
 - i. Great TEXTS, Minor
 - 1. A motion for approval was made by Jim Schnoebelen and seconded by Hillary Lolley.
 - 2. Kelly Erby provided an overview of proposal. She noted that when the Great TEXTS certificate program was originally approved, the College did not have clear credit hour requirements. The college has since defined certificates as at least 9 credit hours and minors as at least 15. Due to the now-adopted definitions, and general education changes limiting elective space for some students, the program has reduced the certificate requirement from 15 to 9 credits and is introducing a 15-credit minor with a capstone. This allows students to choose between a certificate or a minor.
 - 3. Discussion occurred.
 - 4. The motion was passed unanimously.
 - ii. Minor in Kinesiology
 - 1. A motion for approval was made by Jim Schnoebelen and seconded by Barbara Scofield.
 - 2. John Burns provided an overview of the proposal, noting that many majors now require a minor. There is student interest in a Kinesiology (KN) minor, though a previous KN fitness minor was eliminated due to its complexity. The proposed minor also offers an option for students who decide KN is not a fit or for athletes transferring credits.
 - 3. Discussion occurred.
 - 4. The motion was passed unanimously.

- c. Curriculum Proposal – Inactivations
 - i. Bachelor of Musical Arts, BMA
 - 1. A motion for approval was made by Jim Schnoebelen and seconded by Barbara Scofield.
 - 2. Craig Treinen provided an overview of the proposal, noting that no students have enrolled in the past three years and that the NASM association recommended inactivation.
 - 3. Discussion occurred.
 - 4. The motion was passed unanimously.
 - ii. Computational Physics, BS
 - 1. A motion for approval was made by Jim Schnoebelen and seconded by Barbara Scofield
 - 2. Kelly Erby provided an overview. Karen Camarda, who was unable to attend, sent an email stating that no students were enrolled in the program.
 - 3. Discussion occurred.
 - 4. The motion was passed unanimously.
- d. Curriculum Proposal – New certificates
 - i. Artificial Intelligence Literacy and Application Certificate
 - 1. A motion for approval was made by Jim Schnoebelen and seconded by Barbara Scofield.
 - 2. Nan Sun provided an overview of proposal. She noted the certificate provides foundational AI knowledge for both degree-seeking and non-degree-seeking individuals, with no programming experience required, making it accessible to diverse academic backgrounds.
 - 3. Discussion occurred.
 - 4. The motion was passed unanimously.
 - ii. Cybersecurity Certificate
 - 1. Nan provided an overview of proposal. The Cybersecurity Certificate program provides interdisciplinary coursework to expand technical knowledge and skills. With 15-16 credit hours, it exceeds the typical CAS certificate length. However, offering it as a certificate, rather than a minor, allows non-degree-seeking students to participate.
 - 2. Discussion occurred.
 - 3. The motion was passed unanimously.
 - iii. Intensive English Program Certificate
 - 1. A motion for approval was made Sarah Holt and seconded by Jim Schnoebelen.
 - 2. Kelly McClendon provided an overview of proposal. She noted that Washburn will be one of a small number of universities offering an official certificate for intensive English language coursework. This is one more way to strengthen our reach to the local community.
 - 3. Discussion occurred.
 - 4. The motion was passed unanimously.

- III. The committee discussed the AAC upcoming meeting schedule – April 14th.
- IV. There being no further business to discuss, a motion was made by Sarah Holt and seconded by Jim Schnoebelen to conclude the meeting. The motion passed unanimously.
- V. The meeting ended at 3:44 pm. Minutes taken by Holly Broxterman.