

**Academic Affairs Committee Meeting
October 1, 2012
Meeting Minutes**

Committee members in attendance

Lori Edward
Debbie Isaacson
Vickie Kelly
Royce Kitts
Kandy Ockree
Tony Palbicke
Randy Pembroke (ex officio)
Shaun Schmidt (Chair)
Danny Wade
Rob Weigand

Guests

Alan Bearman, Dean, University Libraries

The meeting was called to order by the Chair, Shaun Schmidt.

I. Minutes from September 17, 2012

The minutes were sent to the committee prior to the meeting for review. The minutes were approved as written and will be forwarded to Faculty Senate.

II. Subcommittee Assignments

It was suggested by Faculty Senate President that Academic Affairs committee work through four (4) areas. Those areas include:

- a. Phase II Gen Ed
- b. Graduate Committee
- c. Administrative Withdrawal
- d. Degree Plan

Shaun asked that committee members volunteer to work in one of the areas. The charge is to gain background information on the area and bring that information back to this committee. The following members volunteered to work in the selected area:

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| a) Phase II Gen Ed: | (Vickie Kelly, Danny Wade) |
| b) Graduate Committee | (Shaun Schmidt, Debbie Isaacson and
Kandy Ockree) |
| c) Administrative Withdrawal | (Royce Kitts; Tony Palbicke) |
| d) Degree Plan | (Lori Edward; Rob Weigand) |

III. WU 101 Proposal

Dr. Bearman returned to the committee to provide an update on the WU101 proposal. He indicated after the last Academic Affairs committee meeting, a few items of interest were either resolved or are in current discussions. He requested to provide that information to the committee.

A motion to reconsider the proposal was made, seconded and approved by the committee.

Dr. Bearman indicated they worked on the following points of interest:

1. *Could an advisor “exempt” a student from taking WU101 or could a student slip through the first semester and not take the course?*

Dr. Bearman indicated discussions were had with the registrar’s office to ensure a system was developed to flag students who haven’t taken WU101. Should a student slip through the system and not take this during the first semester then a Directed Readings course will be provided to that student. As with all directed reading courses, this course will be specific to the student and their interests.

2. *Dr. Bearman indicated the target populations were simplified and put into one paragraph in the proposal. The proposal now reads:*

“Complete WU101: The Washburn Experience, IS100: The College Experience or HN101: Honors Washburn Experience (conditional upon admittance into the Honors Program) with a minimum grade of C. Students transferring to Washburn University with 24 or more credit hours completed at an accredited post-secondary institution with a GPA of 2.0 or higher are exempt from the requirement to take WU101, IS100 or HN101.

- Students entering Washburn University direct from high school enroll in WU101 or HN101 (conditional upon admittance into the Honors Program).
- Students not direct from high school entering Washburn University with less than 24 hours completed at an accredited post-secondary institution who have not completed a university success course with a minimum grade of C enroll in WU101, IS100 or HN101 (conditional upon admittance into the Honors Program) as determined by their Academic Advisor.
- Students transferring to Washburn University with 24 or more credit hours completed at an accredited post-secondary institution with a GPA of 2.0 or higher are exempt from the requirement to take WU101, IS100 or HN101. They are strongly encouraged to complete a series of independent online modules introducing them to the Washburn University Community of Learning. Students not falling in

designated categories will be reviewed by Academic Advisors for applicable placement recommendations.

- Students originally determined as being required to complete WU101, IS100 or HN101 who advance beyond 24 hours of credit without fulfilling the requirement with a minimum grade of C, are required to complete a 3-credit hour Directed Readings project (IS110) administered by the FYE Lecturer/Coordinator.

3. *A question was raised after the meeting regarding this proposal was more about financial gain.*
Dr. Bearman indicated a cost model was added in hopes of providing more information.
4. Dr. Bearman also indicated the official retention numbers are in and Washburn did very well. Preliminary results from Institutional Research indicated that 71.5% of the first-time freshman enrolled in IS110 (WU101) in the Fall 2011 semester were retained to Fall 2012, compared to a retention rate of 64.3% for all first-time retention.
By admission status: Priority students in IS110 (WU101) retained at 77.6% versus 73.9%; while, Conditional students in IS110 (WU101) retained at 59% versus 40.3%.
5. *Have there been conversations regarding how Banner will handle this requirement?* Continued conversations have occurred with the Registrar's office. It was indicated that the registrar's office is concerned with the ability to have Banner make automatic scheduling.
6. *It was indicated that this proposal will increase the associate degree hours by 1 hour.*
7. *A question was asked if there is a mechanism available to allow students to not take the course if the student doesn't intend to stay at Washburn.* The answer is that we want good quality students to stay at Washburn and this is one way of helping students realize Washburn is a special place for them.
8. *Has work been done with departments that have their own introductory course (Music department)?*
Dr. Bearman indicated he is in conversation with the Music department to gain similarities with their program and WU101.
9. *The question was asked again about how this will affect those students who are needing this course online.* Dr. Bearman indicated there will be 1 section for distance education students provided this next semester.

A motion was made and seconded to accept this amended proposal (WU 101). The motion passed with 8 approving and 1 abstaining vote.

Dr. Pembroke indicated timelines were important with this proposal and with KN 198. He asked if the committee would like to have the KN198 proposal in advance of the next Academic Affairs committee meeting. All of the committee members indicated they would like to have it available so this will be sent out within the week.

The meeting was adjourned.

Meeting Schedule:

Monday, October 15, 2012, 3-4:00 pm, Baker Room

Monday, November 5, 2012 3 – 4:00 pm, Baker Room