

Washburn University  
Meeting of the Faculty Senate  
October 24, 2011  
3:30 pm Kansas Room, Memorial Union

- I. Call to Order
- II. Approval of Minutes of the Faculty Senate Meeting of September 26, 2011 (pp. 2-3)
- III. President's Opening Remarks
- IV. Report from the Faculty Representatives to the Board of Regents
- V. Report from the Units – Bill Rich, School of Law
- VI. Report from the VPAA
- VII. Faculty Senate Committee Reports
  - A. Minutes from the Faculty Affairs Committee meeting of May 2, 2011 (pg. 4)
  - B. Minutes from the Academic Affairs Committee meeting of September 12, 2011 (pp. 5-6)
  - C. Minutes from the Faculty Affairs Committee Meeting of September 19, 2011 (pp. 7-8)
- VIII. University Committee Reports
  - A. Graduate Committee Meeting Minutes of September 29, 2011 (pp. 9-11)
  - B. International Education Committee Minutes of October 6, 2011 (pg. 12)
  - C. Assessment Meeting Minutes of August 26, 2011 (pg. 13)
  - D. Honors Meeting Minutes of September 7, 2011 (pp. 14-15)
- IX. Old Business
  - A. 11-19 Modification of University Program Review Committee (pp.16-17)
  - B. 11-20 Change to Law School Governance Structure (pg. 18)
  - C. 11-21 Program Proposal for Doctorate of Nursing Practice (pp. 19-20)
  - D. 11-22 Program Proposal for Masters in Health Science (pg. 21)
  - E. 11-23 Program Proposal for Masters of Arts in Human Services (pp. 22-24)
  - F. 11-24 Program Curriculum Changes for BSN (pg. 25)
  - G. 11-25 Proposed Changes for Technical Credit Transfer (pp. 26-27)
- X. New Business
- XI. Information Items
- XII. Discussion Items
- XIII. Announcements
- XII. Adjournment

**Faculty Senate  
Washburn University**

*Minutes of September 26, 2011*

*Washburn B, Memorial Union*

Present: Angel, Arterburn, Averett, Barker, Bird, Blank, Dodge, Edwards, Gonzalez-Abellas, Isaacson, Jacobs, Kelly, Mazachek, Melick, Menzie, Morse, Ockree, Perret, Pilgram, Rich, Roach, Routsong, Rubenstein, Sanchez, Schmidt, Sheldon, Tate (AVPAA), Unruh, Wagner, Wohl

- I. The meeting of the Faculty Senate was called to order at 3:31 PM. Steve Angel presiding.
- II. The minutes of the Faculty Senate meeting of August 29, 2011 were approved.
- III. President's Opening Remarks.  
Angel welcomed all the Senators. Angel reported to the Senators that as a result of the strategic planning experience, an additional item has been added to the agenda which would allow Senators to report on the direction and accomplishments of their units. Angel thanked Lori Edwards and the School of Nursing for being the first to report this session and invited Senators to volunteer to present on their units. Also, a report from the VPAA's office has been added to each agenda.
- IV. Report from the Faculty Representatives to the Board of Regents  
Vice President Roach reported that he had attended the audit meeting of the BoR. The audit committee asked auditor to look at the adequacy of the whistleblower policy that was passed by the Board. The policy was passed at the request of the auditor last year, but there are concerns that it may have become too diluted to be effective.
- V. Report from the Units – School of Nursing  
Lori Edwards reported that the School of Nursing is sending forth a proposal for major curriculum changes in the undergraduate program this year. Faculty is excited to bring curriculum more in alignment with AACN (American Association of College of Nursing). This Thursday, the graduate education committee will hear the first reading of the Doctorate of Nursing Practice proposal. St. Francis hospital is contracting with WU SON to fund the mobile unit for three years. This will result in some collaborative training between WU and St. Francis.  
Current enrollment is 305 undergraduates and 98 graduate students in the SON. They are also excited about the Transatlantic Dual degree being offered with Finland, Hungary and Queen's College in Ireland. The SON has six students abroad for the whole year, and there are five students here from the participating countries. Currently, two faculty returned from the faculty exchange, teaching in Finland, and two more are leaving to teach in Hungary next week. There are currently visiting faculty on campus from the other institutions.
- VI. Report from the VPAA – AVPAA Nancy Tate requested that any comments or questions heard from the faculty concerning the Gen Ed proposal be passed along to the VPAA's office. The powerpoint is currently available on the VPAA's website and the video will be posted as soon as it is returned.

- VII. Faculty Senate Committee Reports –
  - A. Minutes from the Electoral Committee of September 12, 2011 were approved
  - B. Minutes from the Academic Affairs Committee of April 28, 2011 were approved
- VIII. University Committee Minutes
  - A. Minutes of the Honors Committee meeting of March 2, 2011 were accepted.
  - B. Minutes of the International Education Committee meeting of March 31, 2011 were accepted.
  - C. Minutes of the International Education Committee meeting of April 21, 2011 were accepted.
- IX. Old Business. –
  - A. Rick Barker was appointed to the Faculty Technology Steering committee
  - B. Kathy Menzie was appointed to the Campus Safety committee
  - C. On April 12, 2010, Item 10-15 for reorganization of the Academic /Sweet Sabbatical Committee was passed by the Faculty Senate. It was not addressed in General Faculty. The motion to approve item 10-15 for online voting was approved by the Faculty Senate.
- X. New Business – None
- XI. Information Items –

Jennifer Wagner, Chair of the Electoral Committee reported to Senators that no nominations for the At-large position had been received and asked senators to discuss this with colleagues and encourage candidates.
- XII. Discussion Items: Senators asked for clarification on absentee/proxy voting. Rick Barker, Parliamentarian, reported that under Roberts Rules of Order, 10<sup>th</sup> Edition, section 414-415, proxy and absentee balloting are not allowed in the faculty senate and committees. The basic principle is that discussion is an integral part of the vote. Senators discussed whether it should be allowed in committees, or by utilizing wikis, listserves, etc. The matter was referred to the Faculty Affairs Committee for discussion.
- XIII. Announcements:
- XIV. Adjournment: The meeting was adjourned at 4:19 pm

**Faculty Affairs Meeting Minutes**  
**May 2, 2011**

In Attendance:

Matt Arterburn, Chair

Roy Wohl

Rob Weigand

Michael Averett

Tonya Kowalski

Sean Bird

Jean Sanchez

Dr. Nancy Tate, VPAA, ex officio

A. Meeting called to order and opening remarks by Matt Arterburn.

B. Opening remarks by Matt Arterburn

C. Old Business:

I. Definition and Duties of Full-Time Lecturers

- Awaiting additional information
- Discussed the need for additional time to retrieve information from schools

D. New Business

I. "Fairness First" Budgetary Proposal

Discussion ensued and a motion was made (and seconded) to advance the following response suggested by Rob Weigand:

"The Faculty Affairs Committee has discussed a communication submitted by Senator Childers on behalf of Professor Chris Hamilton. The committee unanimously decided that the communication was insufficiently developed to be discussed with the proper depth and focus. If Professor Hamilton chooses to submit a more formally worded and developed proposal in the future, the faculty senate will discuss at that time."

E. Discussion Items

Discussion held regarding returning committee members. All committee members will return for the next year with the exception of Michael Averett (term ending) and Rob Weigand (sabbatical Fall 2011).

F. Announcements

There were no announcements.

G. Meeting Adjourned

**Academic Affairs Committee Meeting  
Sept 12, 2011  
Meeting Notes**

Committee members in attendance

Becky Dodge  
Cal Melick  
Kanalís Ockree  
Randy Pembrook (ex officio)  
Mary Sheldon  
Vickie Kelly  
Debbie Isaacson  
Lori Edwards  
Shaun Schmidt

The meeting was called to order by Dr. Randy Pembrook, who presided as interim committee chair until a chair could be elected by the committee.

The committee members were welcomed and introduced.

**I. Election of Committee Chair**

The floor was opened to nominations for Committee Chair. Shaun Schmidt and Kandy Ockree were nominated. No further nominations were made and the nominations carried.

The vote was taken by written ballot. The first vote was tied 4 votes for each candidate. The second vote also was tied 4 to 4. As a result, no chair was elected. Dr. Pembrook said he would chair the meeting as interim chair. Another vote for Committee Chair would be taken at the next committee meeting.

**II. Approval of Committee Minutes from April 28, 2011**

The committee reviewed the minutes from the last meeting. The motion was made and seconded to approve the minutes. The motion carried unanimously.

The minutes will be forwarded to Faculty Senate for final approval.

**III. Committee Meeting Schedule**

- A. Kandy Ockree brought to the attention of the committee that Paul Byrne, the other School of Business representative on the committee, was not able to attend meetings in the afternoon. Kandy added that these times were also difficult for her

to attend as well.

The committee members will complete grids to indicate their availability and a meeting time will be identified using the results from the grids.

- B. The committee discussed the frequency of committee meetings. Last year the committee met as often as weekly to work on the General Education proposal. Because the Faculty Senate has approved the General Education Ad Hoc Committee continue its work on the General Education Proposal, the Academic Affairs committee will not need to meet as frequently.

The committee members said the input of Donna LaLonde and the VPAA were valued and they would like them to continue to attend when possible.

The motion was made to endorse the process of the Gen Education Ad Hoc Committee to continue to work on the General Education Proposal, reporting to the Academic Affairs committee.

The motion was seconded and carried unanimously.

#### **IV. General Education Option 2- PowerPoint Presentation**

The committee reviewed the PowerPoint presentation created to provide an overview of the General Education Option 2 Proposal. This presentation will be presented at the General Faculty meeting on September 22nd.

#### **V. Other**

The committee commended the work done on the General Education proposal by the General Education Ad Hoc Committee this summer.

Dr. Pembroke added that he also commended the Academic Affairs Committee and General Education Committee for the work they did during the year so the work on the General Education proposal could move forward.

The meeting was adjourned. The next meeting will be scheduled as soon as possible and added to the minutes.

**Faculty Affairs Meeting Minutes**  
**September 19, 2011**

In Attendance:

Matt Arterburn, Chair

Roy Wohl

Sean Bird

Miguel Gonzalez-Abellas

Sharla Blank

Marguerite Perret

Rosemary Walker

Karen Fernengel

Jean Sanchez

I. Meeting called to order by Matt Arterburn.

II. Opening remarks by Matt Arterburn.

III. Old Business:

Minutes from May, 2011 meeting were approved unanimously.

IV. New Business

A. Changes to Program Review Committee Composition

- a. Sent by VPAA regarding an update to composition of program review committee, as described in faculty handbook. The proposal is to add the VPSL as a co-chair of this committee.
- b. Item was approved unanimously and will be forwarded to Faculty Senate for second reading.

B. Changes to School of Law Governance

- a. Changes made to School of Law handbook, forwarded by Associate Dean, School of Law.
- b. Includes multiple changes to committee structure, bringing handbook into compliance with current practices.
- c. Item was approved unanimously and will be forwarded to Faculty Senate.

C. Employment Outside Washburn University

- a. The VPAA forwarded a request to add language to the Faculty Handbook that prohibits full-time instructors from teaching at competing institutions. At present, Section 5-II of the Faculty Handbook addresses consulting, but not teaching.
- b. Discussion ensued regarding proposal to add a paragraph to the section and included:
  - i. Online versus teaching within State of Kansas
  - ii. Removing references to workshops and seminars
  - iii. Policies at other Universities
  - iv. Current outside teaching activities throughout Washburn
- c. Decision was made by Faculty Affairs committee members to gain feedback from Divisions/Schools. Will discuss at next Faculty Affairs meeting.

- V. Discussion Items  
Update on definition/duties of full-time lecturers. Will continue work on this project in upcoming sessions.
- VI. Announcements  
Matt informed committee of possibility for future discussion of Intellectual Property Policy.
- VII. Meeting Adjourned

**Graduate Committee Meeting  
September 29, 2011  
Meeting Notes**

The meeting was called to order at 11:00 a.m. by Dr. Randy Pembroke who asked everyone to introduce themselves and their connection to the Committee meeting.

Those present included:

Randy Pembroke, Nancy Tate, Monica Scheibmeir, Steve Spyres, Kimberly Harrison, Pat Munzer\*, Taylor McGown, Bob Boncella, Dean Corwin, Judith McConnell-Farmer, Michael Rettig\*, Gloria Dye\*, Gordon McQuere, Shirley Dinkel, Cindy Turk, Catherine Hunt, Gary Bayens, Susie Pryor, Willie Dunlap, Kayla Waters\*, Rick Ellis\*, Brian Ogawa\*, Karen Fernengel\*, Vickie Kelly\*

\*Designates Presenter/guests

Those committee members absent included:

David Sollars, Phyllis Berry, Dave Provorse, Sarah Cook\*\*, Courtney Sullivan\*\*

\*\*Submitted absentee votes.

The Graduate Committee had five (5) agenda items to discuss:

1. **Proposal from the School of Nursing: Doctorate of Nursing Practice**
2. **Proposals from the School of Applied Studies:**  
**Masters of Health Science; Master of Arts, Human Services**
3. **Proposal from the Education Department: Master of Education**
4. **Administrative issue from AY 2010-2011**
  - a. **Course Numbering System**
5. **Discussion regarding the modification of the Committee membership**

1. An overview of the **doctorate program proposal** was provided by Monica Scheibmeir. Highlights of that discussion included:
  - a. No additional faculty will be needed from the School of Business involvement.
  - b. One new full time Nursing faculty member in FY 12; two more added in FY13.
  - c. This program could potentially be available for enrollment Fall 2012.
  - d. There will need to be updating of some syllabi included in the current proposal.
  - e. There will be involvement by KBOR, Legislative body and HLC.

The committee passed the motion to recommend this Doctorate program.

2. An overview of the **Master of Health Sciences** proposal was provided by Pat Munzer. Highlights of that discussion included:

- a. The program is online with site educators within the communities providing clinical instruction.
- b. The courses would be available to only those in the program at this time. Over time, there may be an opportunity to expand to allow other majors' students into the classes.
- c. Qualifications would need to be looked at for the new proposed faculty.

The committee passed the motion to recommend this Master program.

3. An overview of the **Master of Arts, Human Services** proposal was provided by Brian Ogawa. Highlights of that discussion included:

- a. The expected enrollment date is Fall 2012.
- b. One full time faculty for the Master program(starting in 2012-2013) and 4 adjuncts for undergraduate courses would be needed.
- c. The degree of Master of Arts caused some discussion. There was a question regarding whether this should be a Master of Arts (Human Services), a Master of Arts—Human Services, or a Master of Arts. The question arose regarding how this would be reflected on the diploma. The discussion evolved to voting on the practical issues and working through the philosophical issue at the next meeting.

The committee passed the motion to recommend this Master program with one dissenting vote.

4. An overview of the **Master of Education proposal** was provided by Judith McConnell-Farmer. Highlights of that discussion included:

- a. There are common core courses between the 2 master programs.  
Two courses might be the same with students being able to transfer six hours from previously earned Master of Education degree.
- b. There was a concern expressed about having two Master of Education programs.  
There needs to be some way to show differentiation. It was decided this was a naming/descriptive issue with a need for clarification from the education department.

The committee agreed to endorse the notion of additional areas of study leading to additional Masters degrees in the Education department. The motion passed by the Committee and the Education department faculty was asked to provide additional information regarding the need to make the master programs with different names.

5. The **course numbering system** was discussed by Nancy Tate who explained the reason this was in the Graduate Committee agenda. Highlights of the discussion that followed included:

- a. There is a need to create a numbering system that is logical to the Bachelor, Master and Doctorate levels.
- b. There isn't a historical perspective as to why we established 900 level numbers.
- c. Several current courses would have to be renumbered. Should there be cross referencing or should corresponding numbers between programs be matched? How will the numbers be translated into the Banner system?

The committee determined this agenda item should be tabled for the next meeting. There will be discussion with the various committee members and their stake holders for possible issues, modifications or other suggestions.

6. The **committee membership** was discussed by Randy Pembroke. He asked the committee members 1) is there a logical reason to have this committee be so large, 2) is there a need to have every graduate program represented or could one or two representatives come from the school/college, 3) what should be the role of the committee members?
- a. Other discussion involved the creation of a Graduate School which would allow one body of faculty to govern the consistency of the University graduate programs.
  - b. A few years ago, Executive (sub) committee of the Graduate Committee was established to resolve issues within proposals prior to the graduate committee reviewing the vetted program proposals.
  - c. There is a need to have an introductory Graduate catalog section.

The committee determined this agenda item should be tabled for the next meeting. There will be discussion with the various committee members and their stake holders for suggestions and means to reduce the number on the committee.

Requests to Committee members:

1. Discuss numbering system with stake holders.
2. Discuss committee membership with stake holders.

**International Education /International WTE Committee  
October 6, 2011, International House**

Present: Norma Juma, Brian Ogawa, Judy McConnell-Farmer, Alex Glashausser, Karen Diaz Anchante, Mary Sundal, and Baili Zhang

Amy Westbrook's and Linda Elrod's respective travel requests were approved.

Committee voted to ask for a revised version of the "SO 200 Sociology Abroad – Spain" International Education WTE proposal.

Committee discussed the need to change some wording/rules of the current international travel fund application. A revised version will be presented to the committee for review and discussion at the meeting on Nov. 10.

Respectfully submitted,

Baili Zhang

## **MINUTES**

### **ASSESSMENT COMMITTEE**

Friday, August 26, 2011 – Shawnee Room – 2:00 p.m.

Present: Donna LaLonde (chair), Nancy Tate, Melodie Christel, Jane Carpenter, Yvette Jenkins, Vickie Kelly, Kathy Menzie, Susie Pryor, Sean Bird (for Kelley Weber), and CJ Crawford (administrative support). Susie Pryor, who will be on the committee next year, was also present. Absent: Denise Ottinger, Pamela Erickson, Gillian Gabelman, Jim Smith, Danny Wade, and Eric Benedict.

#### **MENTOR/LIAISON ASSIGNMENTS**

Because of having some new members on the committee and to balance out liaison assignments a little better, some changes have been made to the committee mentor/liaison assignments this year. A copy of the new assignments was handed out at the meeting.

#### **FALL WORKSHOP**

Donna suggested that the focus for the Fall Workshop be changed to a discussion about General Education Student Learning Outcomes. Everyone at the meeting agreed this was a good idea in preparation for the upcoming General Faculty meeting on September 22.

There is a need for transparency, for clarity on terms, and to develop a FAQ document. Donna suggested we have a discussion of how the University Student Learning Outcomes map to the Program SLOs. CJ will provide a copy of each program's SLO Matrix for the workshop. It is recommended that liaisons be seated as groups with their mentors for the luncheon and remain in groups for the workshop. Department chairs will be invited to attend the workshop beginning at 2:00 p.m.

It was suggested that the first 15 minutes of the workshop be spent as an overview of the General Education Student Learning Outcomes. Then the groups would work together with the mentors acting as facilitators to gather three major questions to help develop the FAQ. Prior to the workshop, mentors should encourage their liaisons to talk with colleagues in their departments to get information and questions.

#### **OTHER**

Nancy Tate said that departments who are up for General Education course review this year were given the option to pick one of the new Student Learning Outcomes and provide one semester's data.

The meeting adjourned.

#### **FUTURE FALL MEETINGS/EVENTS**

Friday, September 16 – Fall Workshop (Lunch @ 1:00 p.m. and Workshop @ 3:00 p.m. – Kansas Room)

Friday, October 14 – Committee Meeting – Shawnee Room @ 2:00 p.m.

## **MINUTES**

### **HONORS ADVISORY BOARD**

Wednesday, September 7, 2011  
Cottonwood Room – 12:00 p.m.

**Present:** Michael McGuire (Chair), Katie Child, Martha Imparato, Norma Juma, Eric McHenry, Denise Ottinger, Sangyoub Park, David Pownell, Carol Prim, Tracy Routsong, Lisa Sharpe Elles, Brea Short, Devin Sipley, Jim Smith, Ye Wang, and CJ Crawford (Administrative support)

The committee minutes from March 2, 2011 were approved.

### **HONORS STUDENT COUNCIL REPORT**

Brea Short gave a report on the activities of the Honors Student Council:

- A Communications Officer position will be created and will be on the Council's executive board
- The council Vice President position is currently open
- An informational meeting is being held on Friday, September 9, for students interested in joining the Honors Program
- Many new members were recruited from the summer student orientations
- The council instituted some new policies during the spring semester
- New this semester – all incoming freshman honors students were assigned a mentor with the same academic interests – this seems to be working well
- The council will be doing T-shirts again this year – if any of the Honors Advisory Board members are interested in ordering one, let Brea know
- The Etiquette Dinner was scheduled for October 6 from 5:30 p.m. – 7:45 p.m. It is now rescheduled for Tuesday, November 8. There will be speakers from the University. Sent out 100 letters to local businesses asking for funding support and haven't received any responses. The next step will be to solicit funding from university departments.

### **UNFINISHED BUSINESS**

No discussion.

### **NEW BUSINESS**

#### **Review of Honors Advisory Board Subcommittees – Curriculum, Admissions, Scholarship and Appeals**

Michael reviewed the purposes of each subcommittee. He would like to meet at least once this semester with the curriculum and the admissions subcommittees.

Michael said that there currently isn't an established Honors curriculum. He is going to a national conference in October and will be attending a workshop on developing an honors curriculum. If anyone has any thoughts or suggestions about a curriculum, please let Michael know.

#### **Course Proposals**

Honors received only two new course proposals for the Spring 2012 semester, but did receive renewals of previously approved Honors courses. Michael would like to discuss the current procedure for approving course proposals and what process to use in the future when he meets with the curriculum subcommittee.

#### **Goals for Semester and Year**

- **Mission Statement** – Michael would like to review and discuss the current Honors Program Mission Statement at the next meeting.
- **Curriculum Development** – What courses should all Honors students take?
- **Assessment** – Need to develop a program assessment plan this year. If anyone has any suggestions or would like to help in the development of the plan, please let Michael or CJ know

#### **New Subcommittee - Appeals**

This is a new subcommittee and will meet as needed. Will be similar to a grade appeals committee and may be needed if a student appeals being denied to join the program or being removed from the program because he/she is no longer meeting the program requirements.

#### **ANNOUNCEMENTS**

**The next Honors Advisory Board meeting is Wednesday, October 5 at 12:00 p.m. in the Cottonwood Room.**

The date currently set for the **Spring Banquet** is **Tuesday, April 3 at 6:00 p.m.** in the **Ruth Garvey Fink Hall** in the **Bradbury Thompson Center**.

Last year, there were 31 or 32 Honors students; this year there are 61. There are 19 incoming freshmen of which 18 are in Michael's Freshman Honors Seminar course.

The meeting adjourned at 12:50 p.m.

**FACULTY AGENDA ITEM**

**NO. 11-19**

Date: 1 August 2011

Submitted by: Dr. Randy Pembroke, ext. 1649

SUBJECT: *MODIFICATION TO FACULTY HANDBOOK SECTION ONE.VII.D.9. – University Program Review Committee*

Description: *Expands the chairs of the committee from two Vice Presidents (VPAA and VPAT) to three Vice Presidents (VPAA, VPAT, and VPSL)*

*Current Faculty Handbook Wording:*

-----9. University Program Review Committee (VPAA/VPAT)

a. Purpose and Function

This committee serves in an advisory capacity to the subunits that are being reviewed, the area Vice Presidents and the President.

b. Membership

VPAA and VPAT (Co-Chairs--non-voting members); nine (9) tenured faculty: one (1) elected by each school and one (1) elected from each division of the college; three (3) students elected or appointed by the Washburn Student Government Association (at least one must be a non-traditional student); three (3) Washburn employees: one (1) librarian chosen by the Library staff, one (1) from Student Life, one (1) from Business Area.

*Proposed Faculty Handbook Wording:*

-----9. University Program Review Committee (VPAA/VPAT/VPSL)

a. Purpose and Function

This committee serves in an advisory capacity to the subunits that are being reviewed, the area Vice Presidents and the President.

b. Membership

VPAA, VPAT, and VPSL (Co-Chairs--non-voting members); nine (9) tenured faculty: one (1) elected by each school and one (1) elected from each division of the college; three (3) students elected or appointed by the Washburn Student Government Association (at least one must be a non-traditional student); three (3) Washburn employees: one (1) librarian chosen by the Library staff, one (1) from Student Life, one (1) from Business Area.

Rationale: *The original composition of the University Program Review Committee was determined prior to the creation of the position of Vice President for Student Life. Almost all of the departments on campus report to one of the three Vice Presidents, so it is fitting that all three Vice Presidents play an integral role in directing the deliberations and decisions arrived at by the University Program Review Committee.*



Date:

**July 25, 2011**

Submitted by:

**Aïda Alaka, Associate Dean for Academic Affairs, School of Law, x1662**

SUBJECT:

**Governance Structure of the School of Law**

Description:

**At its faculty meeting on May 13, 2011, the law school faculty approved a revision to the governance structure of the school of law, which is described in section 8, part II, of the university faculty handbook. The proposed revision is attached.**

Rationale:

**The revision was part of the law school's strategic plan. Over the years, some standing committees became unnecessary, and some new ones became necessary. The revision reflects the changed circumstances in which the law school operates.**

Financial Implications:

**none**

Proposed Effective Date:

**immediately**

Request for Action:

**Approval by Faculty Affairs Committee, Faculty Senate, and General Faculty**

Approved by: *AAC on date*

*FAC on date      Matt Arterburn      Sept. 19, 2011*

*Faculty Senate on date*

Attachments Yes X No ☐

## FACULTY AGENDA ITEM

NO. 11-21

Date: October 7, 2011

Submitted by: Dr. Randy Pembroke, Vice President for Academic Affairs

SUBJECT: Proposed Program for Doctorate of Nursing Practice

Description:

### Curriculum

- The emphasis on the DNP program will be the enhancement of the breadth and depth of clinical knowledge coupled with information on fundamental business practices to enhance the opportunities for the establishment of independent advanced nursing practice.
- The Post-Masters DNP curriculum is 44 credits for the master's prepared nurses who have obtained NP certification and 69 credits for those master's prepared nurses without NP certification. The curriculum builds upon the MSN program. The Post-Master's program will be available to those family or adult nurse practitioners who are seeking a terminal practice doctorate degree as well as MSN prepared nurses who are not APRNs but wish to complete the curriculum to be eligible to be certified as a family or adult nurse practitioner.
- The BSN-DNP curriculum is 73 credits and is designed to educate a BSN-prepared nurse for a role as an advanced practice nurse who is eligible for national certification as a family nurse practitioner with a practice doctorate degree.
- There is a strong emphasis on entrepreneurship within the DNP program. DNP students may earn up to 15 credits which can be applied to an MBA degree from the School of Business at Washburn University.

### Internal Resources

- Library resources currently exist to provide support for clinically-focused doctoral students with the necessary information resources to adequately perform evidence-based practice analyses.
- The School of Business supports the interdisciplinary focus of the DNP project and is willing to deliver those courses required for an entrepreneurship focus within the DNP program.
- The number of nursing faculty with doctoral preparation continues to grow, allowing for an adequate number of faculty with the appropriate academic credentials to support a practice-doctorate program.

### Financial Analysis

- Pro Forma report indicates a need for adequate funding of the DNP program for the first three years of the start of the program due to the small number of students projected to be admitted in the first three years.
- If student admissions are increased in years 3, 4, and 5 to total approximately 50 new admissions each year, revenues will continue to increase annually to help offset the expenses.

### Market Dynamics

- The American Association of Colleges of Nursing supports the establishment of doctoral preparation for advanced practice nurses by 2015.
- Over 5000 DNP students are currently enrolled in DNP programs in the United States, with projected increases in both numbers of students and programs within the next five years.
- There are only two DNP programs in the state at this time.

- Kansas APRNs and Washburn BSN students report interest in obtaining graduate education, at both the Masters' and Doctoral level.

Rationale: See Attached

Financial Implications: See Attached

Proposed Effective Date: Fall 2012.

Request for Action: *Faculty Senate*

Approved by: Graduate Committee meeting September 29, 2011

*Faculty Senate on date*

Date: October 7, 2011

Submitted by: Dr. Randy Pembroke, Vice President for Academic Affairs

SUBJECT: Master of Health Sciences in Health Care Education

Description:

**Market Demand**

- Unique Master's program offering for health care educators
- 2011 market analysis identified strong potential student and employer support
- Graduate degree option will attract new students to Washburn University
- Health care education major will address acute shortage in allied health faculty

**Internal Resources**

- Library resources identified along with projected new resources.
- Increase credit hour enrollment projections included.

**Financial Analysis**

- Financial implications are based on conservative estimates of student enrollments, current graduate credit hour rate, and existing resources.
- Existing faculty have been identified and new (replacement) faculty expectations are outlined.

**Curriculum**

- 36 credit hour program that is offered online.
- Health care education major to meet regional, state and national needs.
- Curriculum is developed.

Rationale: See Attached

Financial Implications: See Attached

Proposed Effective Date: Fall 2012.

Request for Action: *Approval by AAC (Graduate Committee)/FAC/FS/ Gen Fac, etc*

Approved by: Graduate Committee meeting September 29, 2011

*Faculty Senate on date*

Attachments Yes ☒ No ☐

## FACULTY AGENDA ITEM

NO. 11-23

Date: October 7, 2011

Submitted by: Dr. Randy Pembroke, Vice President for Academic Affairs

SUBJECT: Proposed Program for Master of Arts, Human Services

### Description:

The Master of Arts (MA) in Human Services is an innovative program designed to respond to and meet the need for graduate educational opportunities locally, regionally, and nationally. Washburn University is a natural provider for this program due to the success of its existing undergraduate human services program. With more than 30 years of history, the Department of Human Services at Washburn University has established itself as *a leader in human services education*.

Kansas State University, in the School of Family Studies and Human Services, has the only human-services-related graduate program in the state. Kansas State's program centers course work on individual and family development issues. The proposed Washburn University graduate program in human services will focus its coursework on meeting the new requirements established in the State of Kansas under the new licensure law for practice as a Licensed Clinical Addiction Counselor. There is only one other Kansas higher education institution, Emporia State, through its Rehabilitation Counseling Department, which offers addiction studies at the graduate level. The department of Human Services at Washburn University has 30 plus years of experience providing education in the field of addiction counseling.

The proposed MA in Human Services degree is designed to directly support the stated mission of Washburn University to be of service to the state and region through the presentation of a high quality graduate program that provides educational opportunities for the adult learner who seeks career advancement. In Kansas, as elsewhere, for example, the average hourly minimum wage offered by employers steadily increases with the educational requirements of the position. Occupations requiring an advanced degree, such as a master's or doctorate, were offered the highest average minimum wage at \$35.62 per hour (2010 *Kansas Economic Report*, Kansas Department of Labor). The projected growth for "Health Care and Social Assistance" from 2008-2018 is 24.4%, with an average of 2.0% per year or twice the rate of all employment (.09%).

Additionally, the MA in Human Services graduate program will provide a new arena in which Washburn University can serve as a valuable community, state, and national resource. Due to the well-established reputation of the Department of Human Services, the opportunity exists for faculty and students to interact with a multitude of agencies not only in Topeka and Kansas but also nationally and internationally.

Currently, we have a successful 2+2 PLAN program with community colleges across Kansas. This has allowed ready access to the university, and specifically the Human Services Bachelor of Applied Studies degree, to students in their own communities. It is anticipated that a good number of these students will, in turn, pursue the advanced degree when it becomes available. The online program in the Department of Human Services has steadily grown beyond the 2+2 PLAN program. We now attract students from across the state of Kansas as well as other states and countries. Students locate our program through a variety of means, including alumni referrals, Internet searches, and recommendation from faculty colleagues at other

institutions.

Courses in the MA in Human Services will be offered online and on campus, including brief summer institutes, evening classes, and weekend workshops.

Rationale: See Attached

Financial Implications: See Attached

The pro forma for the graduate MA in Human Services program is provided in Appendix L. The program can cover its expenses each year and generate *surplus* revenue of \$322,048 over the first three years. The assumptions of the business plan include:

1. The graduate degree tuition is calculated at \$364 per credit hour for online resident and non-resident students and \$297 per credit hour for on-campus resident students. These tuition rates are based upon FY2010-2011 rates. All projections are based upon the above rates so that generated surplus should be higher than estimated in this business plan if tuition rate increases occur over time.
2. It is projected that first year enrollment will be 20 full-time students. Each subsequent Fall semester, 20 new full-time students will be admitted. Some of the students will completely enroll in online courses and some will be a combination of online and on-campus enrollees.
3. The program will initially hire one new full-time tenure track faculty member. The initial cost for one additional faculty person would be \$55,000 for salary and \$11,000 for benefits, for a total of \$66,000. Subsequent fiscal year merit increases (if budgeted) will be at 3% annually.
4. It is anticipated that some existing full-time faculty members will have a normal split teaching load in both the graduate and the undergraduate programs. Several adjunct instructors will have to be contracted to teach certain undergraduate courses. Budget estimates are four (4) adjuncts @ \$2,000 for a total of \$8,000 for each year of the program. The second year we have proposed to add two (2) graduate student stipends at a total cost of \$9,096.
5. Office equipment for the full-time faculty position is estimated at \$2,000 for the first year of the program.
6. The total cost of the program for the first year is estimated at \$76,000. Program generation the first year is estimated at \$142,560 with 20 full-time students. Total gain (revenue minus costs) is estimated at \$66,560.
7. For each year of the program, projected over at least 5 years, the breakeven cost point is only 6-8 full-time enrolled students.

Proposed Effective Date: Fall 2012.

Request for Action: *Approval by AAC (Graduate Committee)/FAC/FS/ Gen Fac, etc*

Approved by: Graduate Committee meeting September 29, 2011

*FAC on date*

*Faculty Senate on date*

Attachments Yes X No ☐

Faculty Senate Action Item  
Washburn University

NO. 11-24

2011 Baccalaureate Curriculum Revision Proposal  
Planned Implementation Spring 2013

**Major Curriculum Change Request**

Date: August 23, 2011

Name of Program: Bachelors of Science in Nursing

Program Administrator including credentials: Dr. Monica Scheibmeir, PhD, ARNP, FAANP

Parent Institution: Washburn University, School of Nursing

Level of the Program for which the change is being requested: Undergraduate-BSN

Briefly describe the change being requested: A comprehensive revision of the pre-licensure (BSN) curriculum to comply with the 2008 standards of the School of Nursing's accrediting agency, the American Association of Colleges of Nursing.

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**Action Taken**

Academic Affairs Subcommittee Review	<u>10-10-11</u>
	Date
Faculty Senate Review	_____
	Date
General Faculty	_____
	Date

Attachment Yes X

**FACULTY AGENDA ITEM**

**NO. 11-25**

**Date:** 23 September 2011

**Submitted by:** Dr. Randy Pembroke, ext. 1649

**SUBJECT:** *Acceptance of Technical Certificate Credit*

**Description:** Expands the acceptance of technical certificate credit from 45 to 48 hours for students completing a Higher Learning Commission-accredited technical certificate program.

Proposed Addition to University Catalog – Transfer Student Section (currently pg. 20 in 2011-2012 University Catalog):

Transfer students who have completed a technical certificate from 16 to 60 hours approved by the Kansas Board of Regents from a college accredited by the Higher Learning Commission may transfer up to 48 credit hours of technical certificate course credit to Washburn University. Courses completed as a component of an earned Associate's degree beyond the technical program certificate requirements will be evaluated by the appropriate department at Washburn University and, based on that evaluation, may transfer to partially fulfill the university or general education requirements for Washburn programs. Academic units may develop specific policies limiting the number of technical certificate credit hours which can be applied to a particular degree.

**Rationale:** Now that many of the technical schools in Kansas have merged with HLC-accredited community colleges and universities, it has become increasingly difficult to differentiate technical certificate coursework completed as part of an associate degree. All technical certificate courses completed at Kansas institutions of higher learning which have merged with state technical schools are now reported on that college's transcript and are included in the cumulative grade point average earned by the student while attending that institution. Currently, students who complete an Associate degree in conjunction with their technical certificate are allowed to transfer up to 45 credit hours of technical credit. However, the Kansas Technical Education Authority has determined that 48 credit hours is the standard for most technical certificates. In addition, students at Washburn Institute of Technology are limited in the number of technical credit hours transferred because Tech partners with Washburn University to provide associate degrees instead of awarding them through Washburn Tech. In essence, this policy is encouraging Washburn Tech students to transfer to a community college

to complete an associate degree before transferring to Washburn University so they can apply more technical credit hours to a baccalaureate degree. We are, therefore, recommending that Washburn adopt the proposed policy regarding the transfer of technical credit.

Except with specific articulated programs, this technical certificate coursework will typically be used by the transfer students as elective credits; however, this policy allows for academic units to limit the number of technical hours which can be applied to a particular degree. Due to the potential impact on the cumulative GPA, an ad hoc task force will be convened by the VPAA upon approval of this transfer policy to review the existing policy regarding the criteria for the awarding of university latin honors. This task force will be directed to recommend changes to the current policy through the curricular governance process.

**Financial Implications:** *Potentially fewer credit hours completed at Washburn University—anticipate this reduction in tuition dollars would be offset by an increase in the number of technical certificate students transferring to Washburn.*

Proposed Effective Date: Fall 2012.

Request for Action: *Approval by Academic Affairs Committee*

Approved by: *Academic Affairs Committee: October 10, 2011*

*Faculty Senate on date*

*General Faculty on date*