

**Academic Affairs Committee Minutes**  
**Monday, September 12, 2016**  
**3:00 – 4:00 pm**  
**Thomas Room**

Present: Annie Collins, Keith Farwell, Sungkyu Kwak, Bobbe Mansfield, JuliAnn Mazachek (ex officio), Sean Stacey, Vanessa Steinroetter, Melanie Worsley

Guests present: Nancy Tate, April Dohrman

Chair Kwak called the meeting to order and asked everyone present to introduce themselves. Chair Kwak then moved to the order of the business meeting.

1. Approval of Minutes from April 25, 2016 meeting

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

2. Discussion Items:

a. Prior Learning (AP, IB, and CLEP credits)

Chair Kwak indicated Faculty Senate President Shaun Schmidt asked the members of the Academic Affairs committee to review the matter of Prior Learning credits, along with the recent KBOR and Legislative actions to see if Faculty should have input on whether Washburn University goes along with the proposals and Senate Bill. April Dohrman was asked to provide information as to the Prior Learning actions taken by KBOR and the Legislature through a Senate Bill. April indicated KBOR is trying to align all public institutions with prior learning credits (AP, IB and CLEP—all credit by exam programs).

April indicated KBOR asked all public institutions to provide their scores. If there is a conflict or disagreement as to what the score should be for a particular course, then a system-wide process has been developed where a majority of the institutions would have to agree with the new score. (i.e. Washburn wants a score of 5 and all other institutions want a score of 3. The system-wide review would take place and a majority would either agree the score should be moved for all institutions to a 5 or remain at a 3).

KBOR is taking this action to allow courses to transfer between institutions. This action isn't different than the transfer work being completed by another

KBOR/institutional working committee. It should be noted that this change is not an opt in or out possibility. In that we are a public institution, we must go along with the actions stated through KBOR and the Senate Bill.

April indicated there is one change in the CLEP Senate Bill that may cause Washburn University an issue. The bill indicates if the CLEP credit is within the major, then the CLEP credit should count within the major. Our current policy states permission from the chair must be obtained prior to the course/credit being counted.

Changes, should there be any, will be brought forth to the Academic Affairs committee through agenda items. This agenda item will be submitted to Faculty Senate as an Information Item.

#### b. University master syllabus

Nancy Tate provided the history of the master syllabus and concluded that some sections of the master syllabus are important due to the HLC accreditation through federal government requirements as well as campus resources. Nancy stated this is a contract between the instructor and the student but also with the University. She indicated this is provided to all faculty in August through the official campus e-mail, but is also provided through D2L.

Chair Kwak indicated Senate President Schmidt had a concern with the length of the syllabus and wished to have the members of this committee discuss if the amount of information is important to have. He also relayed President Schmidt's claim that a syllabus is a contract between the instructor and the students.

After discussion by the members, it was felt that, since this was issued, and available through electronic means (link and through D2L), the master syllabus is adequate and workable for faculty. All members felt this issue should not have further discussion.

Meeting was adjourned at 3:35 p.m.