The Board Academic Affairs Standing Committee (BAASC) will meet in the Kathy Rupp Conference Room, located in the Curtis State Office Building at 1000 SW Jackson, Suite 520, Topeka, Kansas, 66612. To the extent possible, a virtual option will be provided to accommodate those who prefer not to attend in person. Information will be sent to participants via email, or you may contact arobinson@ksbor.org.

I. Call to Order
   A. Roll Call and Introductions
   B. Approve minutes from January 3, 2023

II. Discussion Agenda
   A. Service Area Policy Revision
   B. Educator Work Force Task Force Final Report

III. Other Matters
   A. Systemwide General Education Next Steps

IV. Suggested Agenda Items for January 31st Virtual Meeting
   A. Credit by Exam Policy Revision
   B. New Program Approvals

V. Adjournment
BOARD ACADEMIC AFFAIRS STANDING COMMITTEE

Four Regents serve on the Board Academic Affairs Standing Committee (BAASC), established in 2002. The Regents are appointed annually by the Chair and approved by the Board. BAASC meets virtually approximately two weeks prior to each Board meeting. The Committee also meets the morning of the first day of the monthly Board meeting. Membership includes:

Shelly Kiblinger, Chair
Cynthia Lane
Blake Benson
Diana Mendoza

Board Academic Affairs Standing Committee
AY 2023 Meeting Schedule

<table>
<thead>
<tr>
<th>Meeting Dates</th>
<th>Location</th>
<th>Time</th>
<th>Agenda Materials Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 30, 2022</td>
<td>Virtual Meeting</td>
<td>9:00 a.m.</td>
<td>August 9, 2022</td>
</tr>
<tr>
<td>September 14, 2022</td>
<td>Topeka</td>
<td>10:30 a.m.</td>
<td>August 24, 2022</td>
</tr>
<tr>
<td>October 4, 2022</td>
<td>Virtual Meeting</td>
<td>9:00 a.m.</td>
<td>September 13, 2022</td>
</tr>
<tr>
<td>November 1, 2022</td>
<td>Virtual Meeting</td>
<td>9:00 a.m.</td>
<td>October 11, 2022</td>
</tr>
<tr>
<td>November 16, 2022</td>
<td>Kansas State University</td>
<td>11:00 a.m.</td>
<td>October 26, 2022</td>
</tr>
<tr>
<td>November 29, 2022</td>
<td>Virtual Meeting</td>
<td>9:00 a.m.</td>
<td>November 8, 2022</td>
</tr>
<tr>
<td>December 14, 2022</td>
<td>Topeka</td>
<td>10:30 a.m.</td>
<td>November 23, 2022</td>
</tr>
<tr>
<td>January 3, 2023</td>
<td>Virtual Meeting</td>
<td>9:00 a.m.</td>
<td>December 13, 2022</td>
</tr>
<tr>
<td>January 18, 2023</td>
<td>Topeka</td>
<td>11:00 a.m.</td>
<td>December 28, 2022</td>
</tr>
<tr>
<td>January 31, 2023</td>
<td>Virtual Meeting</td>
<td>9:00 a.m.</td>
<td>January 10, 2023</td>
</tr>
<tr>
<td>February 15, 2023</td>
<td>Topeka</td>
<td>11:00 a.m.</td>
<td>January 25, 2023</td>
</tr>
<tr>
<td>February 28, 2023</td>
<td>Virtual Meeting</td>
<td>9:00 a.m.</td>
<td>February 7, 2023</td>
</tr>
<tr>
<td>March 22, 2023</td>
<td>Topeka</td>
<td>11:00 a.m.</td>
<td>March 1, 2023</td>
</tr>
<tr>
<td>April 4, 2023</td>
<td>Virtual Meeting</td>
<td>9:00 a.m.</td>
<td>March 14, 2023</td>
</tr>
<tr>
<td>April 19, 2023</td>
<td>Pittsburg State University</td>
<td>11:00 a.m.</td>
<td>March 29, 2023</td>
</tr>
<tr>
<td>May 2, 2023</td>
<td>Virtual Meeting</td>
<td>9:00 a.m.</td>
<td>April 11, 2023</td>
</tr>
<tr>
<td>May 17, 2023</td>
<td>Topeka</td>
<td>11:00 a.m.</td>
<td>April 26, 2023</td>
</tr>
<tr>
<td>May 30, 2023</td>
<td>Virtual Meeting</td>
<td>9:00 a.m.</td>
<td>May 9, 2023</td>
</tr>
<tr>
<td>June 14, 2023</td>
<td>Topeka</td>
<td>11:00 a.m.</td>
<td>May 24, 2023</td>
</tr>
</tbody>
</table>

*Please note virtual meeting times are 9 a.m., and Board day meetings are 11 a.m. unless otherwise noted.*
The January 3, 2023, meeting of the Board Academic Affairs Standing Committee (BAASC) of the Kansas Board of Regents was called to order by Regent Kiblinger at 9:00 a.m. The meeting was held through Zoom with a virtual option at the Board office.

In Attendance:

<table>
<thead>
<tr>
<th>Members:</th>
<th>Regent Kiblinger</th>
<th>Regent Benson</th>
<th>Regent Lane</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff:</td>
<td>Daniel Archer</td>
<td>Amy Robinson</td>
<td>Sam Christy-Dangermond</td>
</tr>
<tr>
<td>Karla Wiscombe</td>
<td>Tara Lebar</td>
<td>Cindy Farrier</td>
<td></td>
</tr>
<tr>
<td>Gage Rohlf</td>
<td>Hector Martinez</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Others:</td>
<td>Adam Borth, Fort Scott CC</td>
<td>Aron Potter, Coffeyville CC</td>
<td>Ashlie Jack, WSU</td>
</tr>
<tr>
<td>Heather Morgan, KACCT</td>
<td>Howard Smith, PSU</td>
<td>Chuck Taber, K-State</td>
<td></td>
</tr>
<tr>
<td>Jason Sharp, Labette CC</td>
<td>Jean Redeker, KU</td>
<td>Jenn Roberts, KU</td>
<td></td>
</tr>
<tr>
<td>Jill Arensorf, FHSU</td>
<td>JoLanna Kord, ESU</td>
<td>Jane Holwerda, Dodge City CC</td>
<td></td>
</tr>
<tr>
<td>Laura Stephenson, Washburn</td>
<td>Linnea GlenMaye, WSU</td>
<td>Luke Dowell, SCCC</td>
<td></td>
</tr>
<tr>
<td>Michelle Schoon, Cowley CC</td>
<td>Mickey McCloud, JCCC</td>
<td>Monette DePew, Pratt CC</td>
<td></td>
</tr>
<tr>
<td>Sarah Riegel, Barton CC</td>
<td>Sharon Kibbe, Highland CC</td>
<td>Shawn Keough, ESU</td>
<td></td>
</tr>
<tr>
<td>Shirley Lefever, WSU</td>
<td>Tanya Gonzalez, K-State</td>
<td>Taylor Crawshaw, Independence CC</td>
<td></td>
</tr>
<tr>
<td>Karen Johnson, PSU</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Roll call was taken for members and presenters.

Approval of Minutes

Regent Benson moved to approve the December 14, 2022, meeting minutes, and Regent Lane seconded the motion. With no corrections, the motion passed.

Consent Agenda

Chuck Taber presented a BA/BS in Criminology at K-State for approval. K-State currently has a specialization within the major of Sociology. Creating a stand-alone bachelor’s degree will attract more students in this growing field, as a degree in Criminology will be more valuable for students. The Committee discussed institutional concerns with program duplication. Regent Kiblinger asked ESU to provide data by January 10th on where their criminal justice students are from so the Regents can look at the information before the full Board votes.

Regent Lane moved to place the BA/BS in Criminology at K-State under the Board consent agenda, and Regent Benson seconded. The motion passed unanimously.

Receive Qualified Admissions Report

Sam Christy Dangermond presented the Annual Report on Exceptions to the Minimum Admission Standards at State Universities. K.S.A. 76-717 requires the Kansas Board of Regents to report on the number and percentage of students admitted to state universities who did not meet minimum requirements but were admitted by exception. This report divides students into four categories; resident freshmen, non-resident freshmen, resident transfer, and non-resident transfer students admitted for Academic Year 2022. Sam summarized the data on
page 13 of the agenda and noted the changes to remove the requirement for a specific pre-college curriculum and the option to be admitted by class rank that went into effect in 2022.

In summary, each state university was within the 10% threshold for the total number of students admitted who did not meet the minimum admissions standards. The report will be sent to the Legislature in January to meet the reporting requirements set forth in K.S.A. 76-717.

**Pillar One Strategic Plan Dashboard Discussion**
Regent Kiblinger discussed the next steps of the Strategic Plan Pillar One Dashboard. A dashboard overview webinar has been scheduled for January 13th and 27th at 2 pm, and staff emailed an invitation to Provosts and IR staff last Friday. Attendees can participate in the live Q&A, and a survey will be sent out to Provosts and IR staff after the first webinar providing one week to return feedback. The second webinar will summarize changes made based on all feedback obtained. Regent Kiblinger noted that all are welcome to attend and asked for the webinar information to be shared with anyone that would benefit or be able to provide insight. You can register at [https://kansasregents-org.zoom.us/webinar/register/WN_UlG26YiIRXig7DvaTqwb6A](https://kansasregents-org.zoom.us/webinar/register/WN_UlG26YiIRXig7DvaTqwb6A).

**Adjournment**
The next BAASC meeting is scheduled for January 18, 2023, at 11:00 a.m.

Regent Benson moved to adjourn the meeting, and Regent Lane seconded. With no further discussion, the meeting adjourned at 9:32 a.m.
Summary and Staff Recommendation

The Kansas Board of Regents has established an Off-Campus Delivery of Academic Courses and Programs policy to manage institution service areas, and Board staff are requesting minor alterations to the policy to further clarify requirements and references.

Background

In AY 2021-2022, specific questions arose regarding service areas and who should be offering programs at a high school. Board staff evaluated the request, and a determination was made by President Flanders. During the evaluation process, Board staff realized that in addition to making minor application form changes, there were a couple of changes that needed to be considered regarding the policy as well. These proposed changes are underlined in Section f of the policy below.

Recommendation

Board staff recommends in Chapter III.A, section f (i) that a reference be added to K.S.A. 74-32,433, as this statute addresses service areas. In addition, Board staff recommends adding “no later than 30 days prior to the course(s) starting” to Section f (5) and Section f (6) so that institutions and board staff have sufficient time to react to outside of service area program requests.

CHAPTER III: COORDINATION OF INSTITUTIONS

A. ACADEMIC AFFAIRS (See Chapter II., Section A. for additional academic affairs policies applicable to state universities.)

8. OFF-CAMPUS DELIVERY OF ACADEMIC COURSES AND PROGRAMS

The term “off-campus academic courses and programs,” for the purposes of this section, refers to courses and programs offered through off-campus face-to-face instruction and distance education. However, for purposes of the provisions of this policy dealing with delivery of off-campus academic courses or programs for credit outside an institution’s assigned service area, the term shall not include 1) distance education courses or programs, as defined herein, or 2) clinical, practicum, internship, and similar requirements if the program to which the requirement is tied is delivered within the institution’s service area.

Changing demographics and changing workplace demands are among the environmental shifts that are challenging traditional requirements for productive employment and enlightened citizenship. Kansas public postsecondary institutions accept the on-going responsibility to 1) identify the configurations of knowledge and skills needed by students to compete and thrive and 2) provide programs that assist individuals and groups in acquiring the postsecondary education they need.

This policy is accordingly designed to emphasize students' needs. This philosophy recognizes that students seeking off-campus academic courses and programs are a diverse population with differences in educational requirements, motivation, constraints, goals, access, and opportunities. To accommodate these differences, such academic programs are designed to reach established as well as underserved constituencies.
Using available learning resources, including electronic delivery, off-campus academic courses and programs at the Kansas public postsecondary institutions collectively work toward increasing opportunities for the entry and reentry of individuals and groups into higher education by assisting them to overcome or minimize participatory barriers such as location, employment, finance, and family-social-civic responsibilities. These efforts, which may involve a variety of course and delivery formats, are sustained by a commitment to developing and maintaining convenient, quality, and affordable services and instruction.

a General Provisions

College or university delivery of off-campus academic courses or programs is the administrative vehicle for extending the institution's instructional and research resources through service to the people of the State. Off-campus academic courses and programs may be offered for academic credit, or they may be noncredit, and they can be delivered via distance education or through off-campus face-to-face instruction.

Delivery of off-campus academic courses and programs is an integral part of higher education and, when offered for credit, should be publicly and institutionally supported commensurate with the needs of society and at a level that provides for high quality programs in Kansas.

The Board of Regents expects the public colleges and universities to respond to local educational needs within their approved service areas, including workforce training and noncredit courses and programs.

The Board of Regents also supports the exploration and use of electronic and other media to deliver quality distance education courses and programs.

The Board encourages and expects coordinated and cooperative efforts in the planning and delivery of off-campus face-to-face academic courses and programs. The Board’s goal for the Kansas public higher education system is to expand education opportunities for students while avoiding unnecessary duplication.

Decisions to offer off-campus academic courses and programs shall be guided by the following:

i The mission of the institution;

ii student need for specialization of programs and diversity of formats, time frames or cost structures;

iii any other educational and economic needs in a particular area, as identified by the Board;

iv the availability of adequate instructional and fiscal resources; and

v cooperation between institutions.

b Definitions

i "Campus" is defined as the buildings and grounds of each respective state university, Washburn University, community college, technical college or Washburn Institute of Technology that are located within the institution’s service area.
ii "Credit" refers to a unit of measure of educational experience within a planned curriculum leading to a certificate or degree.

iii "Noncredit academic off-campus courses or programs" refer to educational activities, such as workshops, seminars, conferences and short courses offered for Continuing Education Units without academic credit for which a fee is charged. These activities receive no direct financial support from the state.

iv A “distance education course” is one in which faculty and students are physically separated in place or time and in which at least seventy-five percent of the instruction and interaction are provided synchronously or asynchronously via some form of mediated delivery system (i.e., 11.25 or more hours of instruction per credit hour are delivered via audio or video recording, live interactive video, CD-ROM, the Internet or World Wide Web, etc.).

v A “distance education program” is one in which fifty percent or more of the required courses for the program are delivered via distance education courses.

vi “Home institution” means each institution that is assigned, in accordance with this policy, to a particular service area. There may be more than one home institution in a given service area.

vii “Home university” means each university that is assigned, in accordance with this policy, to a particular service area.

viii “Kansas City metropolitan area” is Johnson and Wyandotte Counties.

c Administration of Requests for Off-Campus Face-to-Face Academic Courses or Programs to be Delivered Outside Assigned Service Areas

i At the time a state university or Washburn University seeks approval from the Board to offer an off-campus face-to-face academic course or program outside of its assigned service area, the Vice President for Academic Affairs of the Board shall ascertain that the request has been made in accordance with Board policy.

ii At the time a community college, technical college or Washburn Institute of Technology seeks approval from the Board to offer an off-campus face-to-face academic course outside its assigned service area:

(1) If the course is part of a technical program, the Vice President of Workforce Development shall ascertain that the request has been made in accordance with Board policy;

(2) If the course is not part of a technical program, the Vice President for Academic Affairs shall ascertain that request has been made in accordance with Board policy.

iii The Vice President for Academic Affairs of the Board shall also:

(1) Coordinate systematic assessment of state need for off-campus academic services;

(2) be responsible for maintaining appropriate off-campus academic services records;
(3) be responsible for producing state-level reports as assigned; and

(4) be responsible for monitoring the execution of Board policy system-wide.

d Maintenance of Quality

i It is the responsibility of the chief academic officer of each institution to ensure that institutional procedures, including new program approvals and existing program reviews, result in high standards of quality in off-campus academic courses and programs.

ii The selection of qualified faculty for off-campus academic courses and programs shall follow established campus appointment and operating procedures.

iii Instructional and student support services for off-campus academic courses and programs, including library and laboratory resources, shall be appropriate to the needs of the course and program.

e State Universities and Washburn University

i Credit awarded by a state university or Washburn University for off-campus academic courses shall be accepted for transfer by one another. Application of transfer credit toward fulfilling degree requirements shall remain the prerogative of the faculty of the receiving institution.

ii Service Areas

(1) In-State Responsibilities and Requirements

(a) The State shall be divided into three geographic areas to ensure that needs for off-campus face-to-face courses and programs are met without unnecessary duplication. These areas shall be served dually by the University of Kansas and Pittsburg State University, Wichita State University and Emporia State University, and Kansas State University and Fort Hays State University. These geographic service areas shall be established by the Board. (See "Map of State University and Washburn University Service Areas" at the end of this policy.) In addition, the University of Kansas, Kansas State University, Emporia State University, and Washburn University will share responsibility for serving Shawnee County. Instances of apparent duplication in Shawnee County among the state universities and Washburn University shall be evaluated and resolved by the Board’s Vice President for Academic Affairs.

(b) Assignment of particular service areas to specific state universities and Washburn University applies only to off-campus academic courses and programs that are offered for credit and delivered on a face-to-face basis. These service areas do not apply to distance education courses or programs or to credit courses offered as part of a conference.

(c) The universities that share a service area have primary responsibility, in coordination with one another, for meeting the needs of the area that are within the university’s mission, and have priority in offering off-campus face-to-face academic courses and programs within the area over other state universities and Washburn University.
(d) The universities that share a service area have the responsibility, in coordination with one another, to request that other public institutions in Kansas serve identified or expressed needs in that area when the home institutions are unable to do so.

(e) With the exception of the Kansas City metropolitan area, off-campus face-to-face academic courses that are not part of an approved off-campus academic specialty program and offered by a state university or Washburn University outside the university’s service area must be approved by the home universities and by the Vice President for Academic Affairs prior to any public announcement of the course or program.

(f) Off-campus face-to-face academic courses and programs that are not part of an approved off-campus academic specialty program and offered by a state university or Washburn University outside the university’s service area in the Kansas City metropolitan area must be approved by the Board and require additional documentation concerning the need/demand and a justification for any duplication. Animal health and food safety and security courses and programs may be offered by Kansas State University at its Olathe location in accordance with the approval requirements of K.S.A. 19-5001 et seq.

(g) Institutions shall maintain a record of off-campus academic courses and programs and provide information to the Board as requested.

(2) Out-of-State Offerings

(a) Courses to be offered by a state university or by Washburn University outside the State of Kansas must be approved by the Vice President for Academic Affairs prior to public announcement of the course; out-of-state degree programs must be approved by the Board prior to public announcement of the program.

Exceptions:

(i) Courses and programs qualifying as distance education courses or distance education programs as defined in paragraph b.iv. or paragraph b.v. are exempt from this provision.

(ii) Field study courses are exempt from approval even when the "field" component includes offering of instruction at a location outside an institution's service area.

(iii) Study abroad courses are exempt from approval.

(iv) Noncredit off-campus academic courses and programs offered by a state university or Washburn University outside the State of Kansas are exempt from approval but must be reported as requested.

(b) Any university offering courses and programs in other states shall comply with those states’ statutes, rules and regulations. If compliance is not feasible, the course or program shall not be made available in that state and any students enrolled shall be withdrawn.
(c) Direct costs, including cost of instruction, must be supported by restricted fees with
the following exception: credit off-campus academic courses offered to an institution's
regularly enrolled students at an out-of-state location or locations, including abroad,
which take advantage of unique educational resources critical to the instruction, may be
included in the instructional base.

(d) Except for royalties payable under the university’s intellectual property policy, out-
of-state instruction designed to produce a profit for any individual who is an employee
of the State of Kansas is prohibited.

(3) Approval of Off-Campus Academic Specialty Programs

(a) An “off-campus academic specialty” is a program unique to a state university or
Washburn University that may be offered at approved locations or statewide for a period
not to exceed ten years.

(b) Approval Procedures

(i) A state university’s written request for approval of an academic specialty must
be made to the Council of Chief Academic Officers through the Board staff.
Washburn University’s written request for approval of an academic specialty must
be made to the System Council of Chief Academic Officers through Board staff.

(ii) The request must contain the following information:

1) Name and CIP code of the proposed program;

2) degrees that may be awarded through the program;

3) statement of need for the program substantiated with data;

4) purpose of the program;

5) students likely to enroll in the program and estimated enrollment;

6) unique and distinguishing features of the proposed program, such as its
faculty, facilities, resources, and history sufficient to support designation as
an off-campus academic specialty;

7) curriculum, including the department, number, name, and a brief
description of content for each course within the program;

8) other information the institution may wish to provide in support of its
request;

9) name, title, address, and telephone number of the designated
representative of the program;

10) signature of the chief academic officer of the institution authorizing the
request;
11) date of the request;

12) specific locations where the program will be offered; and

13) requested approval period.

(iii) By a majority vote, the Council of Chief Academic Officers (or System Council of Chief Academic Officers in the case of Washburn University) shall recommend approval or denial of the proposed specialty program, including the curriculum, to the Board’s Vice President for Academic Affairs.

(iv) Any substantive changes in the approved curriculum must be approved by the Council of Chief Academic Officers (or System Council of Chief Academic Officers in the case of Washburn University) and the Vice President for Academic Affairs.

(v) Board staff will maintain information about the curriculum and courses of approved off-campus academic specialties for use in reviewing requests to offer courses outside the university’s service area.

(vi) Subsequent to institutional identification of specific courses comprising the curriculum, and approval by the Council of Chief Academic Officers (or System Council of Chief Academic Officers in the case of Washburn University) and the Vice President for Academic Affairs, a university’s off-campus face-to-face program will be designated as an “off-campus academic specialty program” and may be offered at approved locations or statewide for a period not to exceed ten years.

(vii) In the tenth year after its approval by the Council, or at the end of the approved period, the university may indicate its desire to continue an off-campus academic specialty by following the approval procedures outlined in (3)(b)(i) and (3)(b)(ii).

Community Colleges, Technical Colleges and Washburn Institute of Technology

i The provisions in this policy dealing with community colleges, technical colleges and Washburn Institute of Technology are adopted pursuant to the Board’s authority conferred by K.S.A. 71-601, 71-609, 71-620, 71-1801 et seq., 72-4480, 72-4482, and 74-3205d and K.S.A. 74-32433.

ii Service Areas; In-State Responsibilities and Requirements

(1) The areas shown in the "Map of Service Areas for Kansas Community Colleges" and the “Map of Service Areas for Kansas Technical Colleges,” both of which are at the end of this policy, shall be considered the service areas for community colleges and technical colleges for purposes of this policy. The service area for the Washburn Institute of Technology shall be Shawnee County for purposes of this policy.

(2) Assignment of particular service areas to specific colleges and the Washburn Institute of Technology applies only to off-campus academic courses and programs that are offered for credit and submitted for state reimbursement, and delivered on a face-to-face basis. These
service areas do not apply to distance education courses or programs. These service areas and this geographic jurisdiction policy do not apply to courses, whether face-to-face or distance, delivered on a military reservation, installation or enclave pursuant to a contract with the federal government.

(3) The community college and technical college in a service area have primary responsibility for meeting the needs of that area that are within the college’s mission, and have priority over other community colleges and technical colleges in offering off-campus face-to-face academic courses and programs within that area.

(4) The colleges in a service area have the responsibility to request that other public institutions in Kansas serve identified or expressed needs in that area when the home institutions are unable to do so.

(5) To maintain eligibility of the course for state reimbursement, prior to offering any off-campus face-to-face academic courses for credit in a service area other than its own, each community college, technical college and Washburn Institute of Technology shall seek approval for offering the course or program from the chief executive officer of each two-year college assigned to that service area no later than 30 days prior to the course(s) starting. In addition, to maintain eligibility of the course for state reimbursement, prior to offering any new off-campus face-to-face academic courses for credit in a service area other than its own and in a county in which the main campus of a state university or Washburn University is located, each community college, technical college and Washburn Institute of Technology shall seek approval for offering the course or program from the chief executive officer of that university no later than 30 days prior to the course(s) starting. Each institution from which approval is required shall have the option to offer the course or program itself, approve the request of the out-of-service-area institution, or reject the request of the out-of-service-area institution. If each home institution is unable or chooses not to offer the course or program and approves the request, or does not respond to the request within 30 days, then the out-of-service-area institution may proceed in accordance with Board policy. If a home institution rejects the out-of-service-area institution’s request, the out-of-service-area institution may appeal in accordance with paragraph g.

(6) Institutions shall maintain a record of off-campus academic courses and programs and provide notice to the Board of all agreements allowing off-campus face-to-face academic courses outside an institution’s service area, including those agreements with the federal government for delivery of courses on a military reservation, installation or enclave no later than 30 days prior to the course(s) starting.

g Appeal Process

i Each home institution shall reply within 30 calendar days of having received a request for an off-campus academic course or program to be offered in its service area. Failure to reply within 30 calendar days of receiving a request shall be deemed an approval.

ii If an institution is denied approval to offer an off-campus academic course or program in the service area of another institution, the requesting institution may appeal the denial to the Board President and Chief Executive Officer, who shall have ultimate authority to decide the issue. Factors to be considered in arriving at a decision shall include:
(1) Whether there is student need for the course or program in the service area that is not being met by the home institution(s);

(2) whether one or more of the home institutions intend to offer the course or program within a reasonable time period;

(3) the extent to which the requesting and home institutions have attempted to reach a cooperative agreement with regard to deliverance of the course or program;

(4) the feasibility of a cooperative effort between the interested institutions;

(5) whether the course or program is within the mission of the institution that wishes to offer it; and

(6) whether the course or program is within the mission of any of the home institutions.
MAP OF STATE UNIVERSITY AND WASHBURN UNIVERSITY SERVICE AREAS

<table>
<thead>
<tr>
<th>Service Area</th>
<th>University</th>
<th>County of Main Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fort Hays State University</td>
<td>Ellis County</td>
<td></td>
</tr>
<tr>
<td>Kansas State University</td>
<td>Riley County</td>
<td></td>
</tr>
<tr>
<td>Wichita State University</td>
<td>Sedgwick County</td>
<td></td>
</tr>
<tr>
<td>Emporia State University</td>
<td>Lyon County</td>
<td></td>
</tr>
<tr>
<td>University of Kansas</td>
<td>Douglas County</td>
<td></td>
</tr>
<tr>
<td>Pittsburg State University</td>
<td>Crawford County</td>
<td></td>
</tr>
<tr>
<td>Washburn University</td>
<td>Shawnee County*</td>
<td></td>
</tr>
</tbody>
</table>

*KU, KSU, ESU, and WU share responsibility for serving Shawnee County*
MAP OF SERVICE AREAS FOR KANSAS COMMUNITY COLLEGES

1. Allen County Community College, Iola
2. Barton County Community College, Great Bend
3. Butler County Community College, El Dorado
4. Cloud County Community College, Concordia
5. Coffeyville Community College, Coffeyville
6. Colby Community College, Colby
7. Cowley County Community College, Arkansas City
8. Dodge City Community College, Dodge City
9. Fort Scott Community College, Fort Scott
10. Garden City Community College, Garden City
11. Highland Community College, Highland

12. Hutchinson Community College, Hutchinson
13. Independence Community College, Independence
14. Johnson County Community College, Overland Park
15. Kansas City Kansas Community College, Kansas City
16. Labette Community College, Parsons
17. Neosho County Community College, Chanute
18. Pratt Community College, Pratt
19. Seward County Community College/Area Technical School, Liberal

State Universities/Washburn
Unassigned