

**BOARD OF ACADEMIC AFFAIRS  
STANDING COMMITTEE**

**CONFERENCE CALL  
AGENDA**

**May 3, 2016  
11:00 am**

**CONFERENCE CALL INFORMATION**

**DIAL: 866.620.7326**

**CONFERENCE CODE: 1366296630**

- I. Call To Order** Regent Van Etten, Chair
  - A. *Approve Minutes*  
April 5, 2016, Meeting *p. 2*
  
- II. Agenda Planning**
  - A. *Consent Agenda*
    - 1. Act on Request for Approval for Degree and Certificate Programs Rita Johnson *p. 3*
      - a. Wichita Area Technical College – Massage Therapy
  
- III. Other Matters**
  - A. Act on Request for Approval of Reverse Transfer Agreements Policy Gary Alexander *p. 6*  
Revision to Advance to Governance Committee
  
- IV. Adjournment**

Board Academic Affairs Standing Committee  
Conference Call Schedule to June 2016

| BAASC Conf Call – 11:00 a.m.       | Board of Regents Meeting Dates |
|------------------------------------|--------------------------------|
| Tues, May 3, 2016 BAASC Conf Call  | May Board – May 18-19, 2016    |
| Tues, May 31, 2016 BAASC Conf Call | June Board – June 15-16, 2016  |

**Kansas Board of Regents  
Academic Affairs Standing Committee**

**Tuesday April 5, 2016  
MINUTES**

The Academic Affairs Standing Committee of the Kansas Board of Regents met by Conference Call, at 11:00 a.m. on Tuesday, April 5, 2016.

**In Attendance:**

|                                  |   |  |  |
|----------------------------------|---|--|--|
| Members:                         | Regent Helen Van Etten<br>Regent Zoe Newton     | Regent Ann Brandau-Murguia<br>Regent Daniel Thomas   |  |
| Staff:                           | Gary Alexander<br>April Henry<br>Terry Schwartz | Jacqueline Johnson<br>Jean Redeker<br>Karla Wiscombe | Rita Johnson<br>Renee Burlingham<br>Susan Fish |
| Institution Representation from: | KSU<br>WSU<br>Coffeyville CC                    | KU<br>Washburn                                       | Cowley CC<br>PSU                               |

Meeting called to order at 11:00 a.m.

**Approve March 8, 2016 Minutes**

Regent Thomas moved, and Regent Newton seconded the motion, to approve the March 8, 2016 minutes as written. Motion carried.

**Agenda Planning**

**A. Consent Agenda**

1. Request for Approval for New Certificate of Approval with Degree Granting Authority for Saint Leo University

Jacqueline Johnson presented an overview of Saint Leo University's request for a new Certificate of Approval with degree granting authority.

Regent Newton moved, and Regent Thomas seconded the motion, to recommend placing the Request for Approval for a new Certificate of Approval with Degree Granting authority for Saint Leo University on the Board's April agenda. Motion carried.

2. Request for Approval for a Bachelor of Arts/Bachelor of General Studies in Law & Society at KU

Jean Redeker presented a request for a Bachelor of Arts/Bachelor of General Studies in Law & Society at KU and questions were answered by a representative from the University of Kansas.

Regent Thomas moved, and Regent Newton seconded the motion, to recommend placing the Request for Approval for a Bachelor of Arts/ Bachelor of General Studies in Law & Society at KU on the Board's April agenda. Motion carried.

3. Request for Approval for a Professional Science Master in Applied Science and Technology for KSU

Jean Redeker presented a request for a Professional Science Master in Applied Science and Technology at KSU and questions were answered by Kansas State University representatives.

Regent Brandau-Murguia moved, and Regent Thomas seconded the motion, to recommend placing the Request for Approval for a Professional Science Master in Applied Science and Technology for KSU on the Board's April agenda. Motion carried.

#### 4. Request for Approval for Degree and Certificate Programs

Rita Johnson presented the Cowley Community College Fire Science Technical Certificate request and questions were answered by Cowley Community College representatives.

Regent Brandau-Murguia moved, and Regent Newton seconded the motion, to recommend placing the Request for Approval for a Fire Science Technical Certificate at Cowley Community College on the Board's April 2016 agenda. Motion carried.

Rita Johnson presented the Cowley Community College Milling Technical Certificate request and questions were answered by Cowley Community College representatives.

Regent Newton moved, and Regent Thomas seconded the motion, to recommend placing the Request for Approval for a Milling Technical Certificate at Cowley Community College on the Board's April 2016 agenda. Motion carried.

### **B. Discussion Agenda**

#### 1. Program Review Report

Jean Redeker presented an overview of the Academic Program Review Report and requested it be placed on the April Board Discussion agenda.

Regent Thomas moved, and Regent Brandau-Murguia seconded the motion, to recommend placing the Academic Program Review Report on the Board's April 2016 agenda. Motion carried.

#### 2. Update on Developmental Education Goals

Susan Fish provided an update on the Developmental Education Goals, and requested a report be presented to the Board at its April meeting.

Regent Brandau-Murguia moved, and Regent Newton seconded the motion, to recommend placing the Developmental Education Goals update on the Board's April 2016 agenda. Motion carried.

There being no other business, Regent Brandau-Murguia moved, and Regent Thomas seconded the motion, to adjourn. Motion carried.

The meeting adjourned at 11:26 a.m.

## Recommend Approval of Requests for Degree and Certificate Programs Submitted from Community Colleges and Technical Colleges

### Summary and Staff Recommendation

*Each month community colleges and technical colleges submit requests for the approval of new certificate and degree programs. The Board office received requests from Wichita Area Technical College to offer an Associate of Applied Science and Technical certificate in Massage Therapy. The programs submitted addressed all criteria requested and were subject to the 14 day comment period required by policy. The program was reviewed by the Technical Education Authority and is recommend for approval.*

05/03/2016

### Background

Community colleges and technical colleges submit requests for new certificate and degree programs each month utilizing forms approved by staff. Criteria addressed during the application process include, but are not limited to, the following:

- Student and employer demand for the program
- Current and projected job openings and anticipated wages
- Level of program duplication across institutions, based on Classification of Instructional Program (CIP) code, and any efforts to collaborate to provide the needed program
- Rationale for why collaboration is not a viable option and/or need for a duplicative program
- Program description and designation of required and elective courses
- Measurable program outcomes and course competencies
- Process and frequency for review of program content, level of program success, and process for addressing any areas of concern
- Any specialized accreditation required and/or available for the proposed program
- Faculty qualifications and proposed student to faculty ratio
- Description of facilities and equipment needed and available
- Projected program costs and designation of adequate resources
- Membership of a steering/advisory committee for the program
- Approval by institutional academic committee and local governing board

### Description of Proposed Program:

Wichita Area Technical College requests approval for the following program:

- Massage Therapy (51.3501) — Associate of Applied Science degree/63 credit hours, Technical Certificate B/44 credit hours

The proposed Massage Therapy program prepares students to assume an entry-level position in areas of, including but not limited to, bodywork therapist, certified massage therapist, clinical massage therapist, integrated deep tissue massage therapist, licensed massage therapist, massage therapist, and registered massage therapist. The program utilizes the Commission on Massage Therapy curriculum competencies to prepare students to sit for either the National Certifications for Therapeutic Massage and Bodywork (NCBTMB) or Massage and Bodywork Licensing Exam (MBLEx) credentials.

Wichita Area Technical College conducted surveys to determine potential student interest and employer needs regarding the proposed Massage Therapy program. Students enrolled in WATC science courses, taking health classes at local high schools and individuals attending WATC Open Houses were asked to complete a one-page survey indicating programs that matched their interest. Of the 136 students who completed the survey, 15 adults and 10 high school students identified Massage Therapy as a program of interest. An electronic survey was sent to various potential employers to gauge their interest in the proposed program. Thirteen employers responded to the survey, six indicated current positions available in the local area and four indicated potential openings.

According to the U.S. Bureau of Labor Statistics, the Occupational Outlook Handbook indicates a national growth rate for Massage Therapists of 22% from 2012-2022 with a median wage of \$37,180 (\$17.88 per hour). The Kansas Department of Labor, Labor Information Center (2010-2020 projections) indicate a state-wide growth rate of 1.6% with a median wage of \$25,730 (\$12.37 per hour).

Currently, two institutions in the state offer a program utilizing CIP Code 51.3501. Below are the colleges, programs, award levels, enrollment numbers, and completion numbers per 2015 Basic Counts data regarding the numbers of Massage Therapy professionals being trained and completed educational programs.

| College                  | Program Name                        | 2014 K-TIP Data         |                                      |   |
|--------------------------|-------------------------------------|-------------------------|--------------------------------------|---|
|                          |                                     | Total # Declared Majors | Total # Graduates Exiting & Employed | Average Wage: Graduates Exited & Employed |
| Butler Community College | Massage Therapy Therapeutic Massage | 39                      | 6                                    | \$14,433                                  |
| Colby Community College  | Massage Therapy Therapeutic Massage | 28                      | 15                                   | \$25,261                                  |
| <b>Total</b>             |                                     | <b>67</b>               | <b>21</b>                            |   |

NR = No values were reported.

\* = Small cell suppression used to protect student privacy in accordance with FERPA and HEOA guidelines.

Letters of support for this program were received from the following sources:

- Sharon Miklos – mentoring, student volunteer opportunity at National sporting events, preference in hiring WATC program completers, practical hands-on experience, assisting with finding massage scholarships for students, and help developing a continuing education program for massage therapy professionals.
- David & Christine Heinsohn – serving on the program advisory board and serve as substitute instructors.
- Balance Harmony – mentoring students enrolled in WATC’s program, donation of materials and equipment.
- Lara Pollock – willing to serve as an adjunct instructor, offer mentoring services to students and pledge to hire only WATC Massage Therapy graduates.
- Wheatland Acupuncture & Massage – serve on the program advisory board.

Wichita Area Technical College plans to begin the program in August 2016. The college estimates the cost to deliver the proposed Massage Therapy program is approximately \$56,695 (\$42,402 salaries, \$8,654.18 equipment, \$2,638.45 instructor supplies/materials and \$3,000 technology and/or software). Two full-time instructors will be hired. If demand for the program increases, additional faculty members will be hired. Existing space at the Southside Center (4501 East 47<sup>th</sup> Street South, Wichita, KS 67210) campus location will be utilized. Instructor salaries, equipment, instructor supplies/materials and technology and/or software will be acquired through the institution’s New Program Development Fund.

The proposed program was subject to the 14-day comment period from December 9, 2015 to January 4, 2016 during which Kansas City Kansas Community College stating they had no objection to this program.

### **Recommendation**

The new program request submitted by Wichita Area Technical College for an Associate of Applied Science degree/63 credit hours, Technical Certificate B/44 credit hours program was reviewed by the Technical Education Authority and is recommended for approval.

**CHAPTER III: COORDINATION<sup>1</sup> - STATE UNIVERSITIES, COMMUNITY COLLEGES, TECHNICAL COLLEGES, WASHBURN UNIVERSITY AND/OR THE WASHBURN INSTITUTE OF TECHNOLOGY**

**A. ACADEMIC AFFAIRS**

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**3. REVERSE TRANSFER AGREEMENTS**

Reverse transfer is an important element of a seamless educational system. The state universities, community colleges, technical colleges, Washburn University and Washburn Institute of Technology shall work together, through the System Council of Presidents and System Council of Chief Academic Officers, to develop a process to assist students to complete coursework for and attain all certificates and degrees for which they are eligible.

The process and resulting agreements shall:

- a. Be consistent with state and federal law, Board policies and applicable accreditation standards;
- b. Provide a mechanism for each student who is transferring credits from a community college or technical college to a university to participate in the reverse transfer process; the established mechanism shall include an opportunity for each otherwise eligible student to ~~opt-out of~~ opt-in to the process, thereby precluding sharing of that student's Family Educational Rights and Privacy Act protected information; and
- c. Provide guidelines for determining which transferring institution will award the credential if the student has transfer credits from more than one institution.

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<sup>1</sup> See Chapter I., Section A.3 for definition of Coordination.