

**KENTUCKY STATE UNIVERSITY BOARD OF REGENTS
ACADEMIC AFFAIRS COMMITTEE
REGULAR MEETING**

***** Meeting Was Conducted in Person and by Teleconference *****

**January 31, 2024
10:00 a.m. EST**

**Board of Regents Room
Julian M. Carroll Academic Services Building, 2nd Floor
400 East Main Street
Frankfort, Kentucky 40601
(Primary Physical Location)**

MINUTES

I. Call To Order

The Committee's Chair, Regent Herman Walston, EdD, called the meeting to order at 10:01 a.m.

II. Roll Call

The University's Interim Chief of Staff, Michael DeCourcy, called the roll:

Regent Herman Walston, EdD, Chair	Present
Regent Charles Moyer PhD, Co-Chair	Present
Regent Savion Briggs	Present
Regent Ernie Fletcher, MD	Not Present (joined after roll call)

Three (3) Regents were in attendance and present at roll call. A quorum was therefore established.

Regent Fletcher appeared shortly after the roll call. Regent Dukes and Regent Ramsey were also present.

III. Approval of the Agenda

MOTION by Regent Moyer:

Move the Committee to approve the agenda of the January 31, 2024, regular meeting of the Academic Affairs Committee.

Seconded by Regent Briggs and passed without dissent.

IV. Information Items

A. Semester Update

This agenda item was presented by Dr. Michael Dailey, Interim Provost and VP, Academic Affairs, and Dr. Scott Wicker, Interim Vice Provost, Academic Affairs. Dr. Wicker began the PowerPoint presentation with an overview of information and action items, noting that additional action items (Dual Credit Tuition Rate, Modification of the Winter and May Sessions tuition and fee schedule, and

International Student Policy) would be submitted for the Committee's consideration at some point during the current semester.

As to the semester update, freshman and transfer enrollment is slightly down from this time last year, while new graduate enrollment has slightly increased. The University is retaining more continuing undergraduates over this time last year. Overall enrollment is slightly down from this time last year. The fall-to-spring return rate from fall 2023 census enrollment to spring 2024 return shows an 89% retainment overall. Dual Credit enrollment is currently at 377. Dr. Wicker noted that there will be a large push this year and next year to offer associate's degrees to high school students participating in the dual credit program to encourage them to enroll at KSU upon high school graduation.

Chair Walston inquired where the dual credit students are situated, in terms of school systems, and whether any of the students were from the Frankfort Independent School system.

Regent Moyer asked whether the dual credit courses were taught on an online basis outside of the Frankfort area. Dr. Wicker responded that they were working with stakeholders to offer a variety of mutually beneficial modalities.

Next, Dr. Wicker offered an update as to the Restructuring of Colleges that the Board had approved last year, including new appointments.

Chair Walston queried whether new programs had been included in the budget so they would have the resources in place to operate in a high-quality manner when students arrive.

Chair Walston also sought clarification as to whether Title III funds were used for any of the new programs that would be in place for a short period of time.

Chair Walston expressed concern as to the means by which the restructuring would be effectively communicated to the University Community and its stakeholders. Dr. Dailey joined the conversation and discussed a comprehensive communication plan.

Dr. Wicker noted that his presentation of the restructuring item is purely for informational purposes; although it also was on the Recommended Action Item agenda, he proposed removing it from today's agenda and bringing it back to the Board for their approval at a later date.

Dr. Wicker moved ahead to other semester updates, including student graduation application packages (which included analyses and outcomes for Fall 2022 and Spring 2023), and Fall 2024 and Spring 2025 course schedules and advisements.

Chair Walston observed that in the past some students had been allowed to participate in graduation ceremonies without fully meeting the requirements for doing so, then failing to return to the University to complete their coursework. He then inquired whether there was a plan in place to ensure that students participating in graduation had actually fulfilled the requirements for doing so.

Dr. Wicker further reported that graduation and commencement ceremonies will be held on Friday May 10, 2024.

Chair Walston sought clarification as to when the Fall 2024 course schedules would be due and queried whether scheduling issues and frustrations experienced by faculty and students this past semester had been resolved.

B. Management Improvement Plan Update

Dr. Wicker presented this agenda item, reporting that they are still closing out on the deliverable for Objective 4.5.1 and discussed current progress towards meeting that deliverable. Progress also is being made towards meeting Objective 4.10.1, though it has not yet been completed.

Chair Walston asked how long Dr. Wicker thought it would be before the Credit for Life program would be implemented.

Moving ahead to Objective 4.12.1, Dr. Wicker reported that the summative report (deliverable) is nearly complete, and he expects to write and upload the deliverable report within the next few days. Objective 4.13.1 does have a document out, and if any slight adjustments are needed, they will have President Akakpo sign off on it as an interim policy.

As to Dr. Wicker's statement that a minimum of fifteen students will now be required for a class to be posted, Chair Walston inquired whether consideration was being given to those courses with fewer than fifteen students that students still need to take in order to graduate from their programs.

Dr. Wicker also reported on the status of Objective 1.4.1 and pointed out that a Faculty Handbook revision is due in the 3rd quarter of 2024. He stated that three other handbooks should be revised in conjunction with this in order to align with the overall strategic direction.

Dr. Wicker discussed progress towards Objective 4.18.1 and noted that the documents required by this deliverable also would be included in those being uploaded to the CPE and SACSCOC external evaluator portal this week. Further, \$2,225,000 in funding dedicated to the completion of this deliverable which will go toward funds to help support the new college of business, engineering and technology. Progress is also being made toward Objective 8.03.01, which is due in Q3 of 2024 and has \$4,600,000 in funding dedicated to the completion of this deliverable.

Dr. Dailey offered additional perspective and commented that the update to CPE would likely be submitted before the end of March deadline, so hopefully the \$4.6M will be available to us sooner than later.

Regent Dukes asked Dr. Wicker if the University is at risk of not completing any of the aforementioned Management Improvement Plan objectives prior to the required deadline. Dr. Wicker responded that the Credit for Life would be late and explained why. Dr. Dailey added that all expected deadlines for this quarter would be met, especially the ones tied to funding. However, he further noted that the Credit for Life might be a little behind.

C. Update on Articulation Agreements

Moving ahead, Dr. Dailey presented this agenda item, including updates on the Institutional Aid Agreement with KCTCS, Articulation and Institutional Aid Agreement with LaGuardia Community College, Articulation and Institutional Aid Agreement with South Texas College, and the National Student Clearinghouse Agreement.

Chair Walston inquired whether the articulation and institutional aid agreements would include certificate-type programs that students might wish to acquire from us.

D. Policies Update

Dr. Wicker began the policy update by explaining that one item being presented here as an information item would be submitted as an action item in April. Dr. Wicker offered updates regarding the Academic

Calendar Policy, as well as other key policies that he anticipated to be completed by the end of this Quarter.

Chair Walston queried whether anything was being done relative to General Ed requirements and if so, had it been presented and approved. Chair Walston expressed concern that he did not see a foreign language requirement included in the General Ed requirements. Dr. Wicker invited Dr. Tierra Freeman Taylor to address the updated General education requirements.

Dr. Wicker also discussed a Cost-Sharing Policy update, asking Dr. Ethan Sharp to join him. Dr. Wicker noted that the current agreement expires on June 30, 2024, and the projected amount of indirect costs to be recovered on FY 23 federal awards alone is \$458,224. Dr. Wicker proposed a switch from the regular IDC to a modified total direct cost (MTDC) base because this would nearly double the amount of indirect costs that could be recovered. Dr. Sharp concurred and explained what would be needed to make that transition.

Chair Walston asked a question regarding the risks associated with switching to a MTDC in terms of pursuing grants, and further queried if and why a consultant would be needed to assist with the proposal preparation process. Dr. Sharp clarified the need for, and duties of, a consultant, should one be hired. President Akakpo concurred with Dr. Sharp and offered additional perspective.

Dr. Sharp continued with a discussion of the University's Business Manual and the policies established in 2010 for the distribution of indirect costs that KSU recovers. He noted that they have not been followed in recent years. Dr. Sharp reported that the Office of Sponsored Programs, with input of faculty, has submitted a new indirect cost distribution policy for consideration but no response has been yet received. Chair Walston expressed concern that a small group of faculty members were able to submit a proposed policy in contravention of procedures set forth by University policy and that the proposed policy did not come from the Faculty Senate or Budget Committee. Continuing, he stated that while he respects what those faculty members shared, it came from a small group, and he believes it would have been appropriate for it to have come through the Faculty Senate to this Committee. Dr. Wicker explained that Dr. Sharp had been working on his behalf, and he and his team conducted research to do a comparative analysis as a preliminary means for people to have something to digest and negotiate. However, Dr. Wicker stated that the proposed policy revision would be brought through the Faculty Senate so they could rewrite it or add to it and not have to begin the process from scratch. Dr. Dailey interjected and stated that while the information could be shared with the Faculty Senate to ensure their input, the policy would require the recommendation of the President, according to protocol, since it is a University-wide policy.

Chair Walston agreed with Dr. Dailey's assessment of the proper protocol and stated that he just wanted to be sure that faculty was involved in the process.

Hearing no further discussion or questions, Chair Walston thanked Dr. Dailey for his presentations.

V. Recommended Action Items

A. Restructuring of Colleges

Chair Walston called for a motion to remove this agenda item from today's agenda so it could be revised and re-submitted at a future meeting:

MOTION by Regent Briggs:

Remove Action Item V.(A) (restructuring of Colleges) from today's agenda.

Seconded by Regent Moyer and passed without dissent

B. Revised Faculty Evaluation Process

MOTION by Regent Briggs:

Move the Committee to recommend the Board approve revised faculty evaluation process.

Seconded by Regent Moyer.

Following the motions but prior to the vote, Regent Moyer requested that the committee discuss this agenda item.

Regent Moyer asked whether a common teaching evaluation instrument was being used and if so, how it was being administered. Following Dr. Wicker’s response, Regent Moyer inquired whether the evaluation instrument was administered in class or online and what the response rate was.

Chair Walston asked when the evaluation was held during the semester.

Regent Moyer inquired further into the minimum threshold response rate needed to count the evaluation.

Dr. Wicker requested that the record reflect that the faculty evaluation process under discussion is the annual evaluation covering January 1 through December 31—not the third-year comprehensive review or post-tenure review.

Following the discussion, the Committee voted on the motion, which passed without dissent.

VI. Adjournment

MOTION by Regent Moyer:

Move the Board to adjourn.

Seconded by Regent Briggs and passed without dissent.

The meeting was adjourned at 12:03 p.m.

Submitted by:

Zachary Atwell, Secretary
Board of Regents
Kentucky State University

Regent Herman Walston, EdD, Chair
Academic Affairs Committee
Board of Regents
Kentucky State University

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Approved with no corrections

Approved with corrections