

**Washburn University
Meeting of the Faculty Senate**

**December 9, 2013
3:00 PM Kansas Room, Memorial Union**

- I. **Call to Order**
- II. **Approval of Minutes of the Faculty Senate Meeting of November 25, 2013 (pp. 2-4)**
- III. **President’s Opening Remarks**
- IV. **Report from the Faculty Representative to the Board of Regents**
- V. **VPAA Update—Dr. Randy Pembrook**
- VI. **Faculty Senate Committee Reports**
 - A. **Academic Affairs Committee of November 4, 2013 (pp. 5-6)**
- VII. **University Committee Reports**
 - A. **Assessment Committee of November 14, 2013 (pp. 7-8)**
 - B. **International Education Committee of November 14, 2013 (p. 9)**
- VIII. **Old Business**
 - A. **13.20 Probation and Reinstatement Committee (p. 10)**
 - B. **13.21 Program Review Committee (pp. 11-12)**
 - C. **13.22 Student Success Committee (pp. 13-14)**
 - D. **13.23 General Education Transfer Policy Revision (pp. 15-18)**
 - E. **13.24 Online RN to BSN Program Proposal (p. 19, plus 3 attachments)**
- IX. **New Business**
- X. **Information Items**
- XI. **Discussion Items**
- XII. **Announcements**
- XIII. **Adjournment**

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Faculty Senate
Washburn University

Minutes of November 25, 2013
3:00 PM Kansas Room, Memorial Union

Present: Arterburn, Ball, Berry, Chamberlain, Francis, Frank, Fernengal, Florea, Friesen, Jackson, Kitts, Lunte, McConnell-Farmer, McMillen, Mercader, Palbicke, Pembroke (ex-officio), Reynard, Roach, Russell, Schbley, Sheldon, Smith, Stevens, Stoner-Hawkins, Sun, Treinen, Ubel, Wade, Wagner, Weber, Weiner, Wisneski, Wood

- I. The meeting of the Faculty Senate was called to order at 3:05 PM, Dr. Matt Arterburn presiding.
- II. The minutes of the Faculty Senate meeting of October 28, 2013 were approved.
- III. President's Opening Remarks
Arterburn noted that we would begin to consider Faculty Handbook revisions today. Further revisions will continue to come before the Faculty Senate during the 2013-14 school year.
- IV. Report from the Faculty Representative to the Board of Regents
Arterburn listed the topics which the Board of Regents reviewed most recently: the KBI laboratory project, Washburn Tech projects, and Washburn University enrollment. He also announced that the Vision 2022 document was approved.
- V. Report from the VPAA, Dr. Randy Pembroke
Pembroke opened his remarks by thanking the faculty for encouraging **prompt enrollment** for the Spring 2014 semester.

Pembroke explained that the **KBI laboratory** constructed on Washburn University's campus would include research labs, teaching space, and an auditorium that could benefit the teaching mission of Washburn University. The targeted date for completion is October 2015.

Pembroke announced that he is about to request Washburn University **Departmental Reviews** of Tenure Standards and Promotion Standards to ensure that they reflect current practices. In a response to Pembroke's inquiry about a timeline for these reviews, Wade and Arterburn both suggested that the departments be given one semester to complete them.

Pembroke noted the positive impact of **Recycled Rides**, a program in which Washburn Tech students repair vehicles for give away. This fall, two worthy recipients will participate in the November 25 Ride-away .

Pembrook encouraged Washburn University faculty to attend the December 13, 2013 **Commencement Ceremony**.

VI. Faculty Senate Committee Reports

- A. The Faculty Affairs Committee Minutes of October 14, 2013 were accepted.

Note: The Faculty Senate first voted to strike the phrase “(attached below)” under “New Business,” page 2.

VII. University Committee Reports

- A. The Assessment Committee Minutes of October 10, 2013 were accepted.
B. The Curriculum Development Grants Committee Minutes of October 17, 2013 were accepted.
C. The Graduate Committee Minutes of May 1, 2013 were accepted.
D. The Honors Advisory Board Minutes of September 4, 2013 were accepted.
E. The Interdisciplinary Committee Minutes of October 23, 2013 were accepted.
F. The Library Committee Minutes of October 23, 2013 were accepted.
G. The Research Grants Committee Minutes of October 28, 2013 were accepted.

VIII. Old Business

- A. 13.18 Faculty Handbook: Tenure, Probationary Period was approved. It will be forwarded to the general faculty. –Matt Arterburn presented 13.18 to the Faculty Senate.

Note 1: Arterburn clarified that this change would end the option a tenure candidate had to reapply for tenure in the 7th year after tenure was denied in the 6th year. If a tenure candidate is denied tenure, that person will be offered a terminal contract for the 7th year.

Note 2: VPAA Randy Pembrook added that current faculty are grandfathered in under the old policy.

- B. 13.19 Faculty Handbook: Tenure, Procedures for Recommending was approved. It will be forwarded to the general faculty. –Matt Arterburn presented 13.19 to the Faculty Senate.

Note 1: A clarification was added under “Rationale,” page 1:

“(At this time, the School of Business links promotion and tenure together, and the School of Law hires at the Associate Professor level.)”

Note 2: Section III (3,III.B.4), pertaining to the School of Business, was deleted.

Note 3: The document was edited for consistent use of “CPT.”

Note 4: Fall 2014 was set as the implementation date.

Note 5: Faculty Affairs Chair Margaret Wood added that the General Faculty would be asked to approve additional minor changes before a General Faculty vote.

IX. New Business

Arterburn announced that the Faculty Senate needed to elect a representative to two Washburn University committees. Penny Weiner was elected Faculty Senate representative to the Safety Committee. Kelley Weber was elected Faculty Senate representative to the Technology Steering Committee.

X. Information Items

None

XI. Discussion Items

None

XII. Announcements

None

XIII. The Faculty Senate adjourned at 4:10 PM.

**Academic Affairs Committee Meeting
November 4, 2013
Meeting Minutes**

Committee members in attendance

Jennifer Ball
Rodrigo Mercader
Tony Palbicke
Randy Pembroke (ex officio)
Crystal Stevens
Danny Wade
Rob Weigand

Not in attendance:

Royce Kitts
Bassima Schbley

Guests

Dean Monica Scheibmeir
Jeanne Catanzaro

The meeting was called to order by the Chair, Tony Palbicke.

I. Minutes from October 21, 2013

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

II. New Business--RN to BSN Proposal

Dean Scheibmeir and Dr. Jeanne Catanzaro provided an overview of the proposal that was sent to the committee prior to the meeting. Several points of interest in the discussion include:

- a. This will afford those students who are working an opportunity to further their education as this proposed program will be entirely online. Components of the program will be offered in 8 week sessions.
- b. This online program allows flexibility, will afford credit for experience, and will allow credits taken through their associate degree to be considered as transferred courses.
- c. Most students have taken 72 – 76 hours for their associates degree (usually taking up to 3 years to complete). There is a mixture of general education and major requirements within these hours. Students who wish to be admitted will have to complete their general education courses in addition to the required courses for the BSN degree.
- d. Full time students could complete this program in 12 months while 18 months is the duration for those who are part time students.
- e. The students must take a one hour component titled PowerUp, which is a tool offered to assist students gauging their learning styles, time management, etc.

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Faculty will then utilize the information to guide students to be successful in online education.

f. There is a student population that needs this program. This would certainly assist those who are working with the opportunity for enhanced roles in leadership, better jobs, etc.

g. The capacity for prelicensure is 150 students. The capacity for this program, which is post licensure is open ended.

After further discussion, a motion was offered to approve the proposal, seconded and all voted to approve the program. Based on the approval, this will be forwarded to Faculty Senate.

The meeting was adjourned.

Meeting Schedule:

Monday, November 18, 2013 in the Thomas Room

MINUTES**ASSESSMENT COMMITTEE**

Thursday, November 14, 2013

Lincoln Room – 2:30 p.m.

Present: Donna LaLonde (chair), Melanie Burdick, Donna Droge, Vickie Kelly, Kathy Menzie, Denise Ottinger, Michael Rettig, Jim Smith, Nancy Tate, Betsy West, Kelley Weber, Margaret Wood, and CJ Crawford (administrative support). Absent: Jane Carpenter, Melodie Christal, Amber Dickinson, Garrett Fenley, and Gillian Gabelman.

The minutes from the October 10, 2013 Assessment Committee meeting were approved as distributed via email.

There was a preliminary discussion about what role the Assessment Committee should have in reviewing the quality of online courses.

MENTOR MEETING UPDATES

Margaret Wood and Melanie Burdick have met twice with two of their departments and feel the meetings were very beneficial in moving both departments further along in the assessment process for their programs.

ASSESSMENT BUDGET NEEDS FORMS

We did not receive many responses to the *Estimated Assessment Budget Needs forms*. It was felt that the form may have been a little confusing. CJ will send out information to the committee for the departments who responded and the committee will decide how to proceed at a future meeting.

FALL DROP-IN SESSIONS

The drop-in sessions haven't been as successful as we had originally hoped. It was proposed that we use the spring drop-in sessions for training on the new forms.

There won't be a specific topic for the November drop in sessions which are scheduled for:

Tue., 11/19 – 4:00 p.m. – 5:00 p.m.

Wed., 11/20 – 3:00 p.m. – 5:00 p.m.

REVISED ASSESSMENT DOCUMENTS

A committee consisting of Donna LaLonde, Vickie Kelly, Margaret Wood, and CJ Crawford met to work on revisions to the proposed assessment reporting documents. The following forms were developed and sent to the committee for review and discussion:

- 1) Assessment Plan – this will replace the current curriculum map spreadsheet (Matrix 1) and the Student Learning Outcomes Assessments document.
- 2) Annual Assessment Summary Report.

Donna told that committee that Margaret Wood is working on an Assessment Plan/Report Guide and that Donna and Vickie will be working on templates for data collection.

The Assessment Plan is designed to be completed once and then only modified as changes are made by the program.

The Annual Assessment Summary Report would be a “rolling” report that would eventually include six years of reporting. The report would be submitted by programs each year by June 30 and then an updated copy with blocks for the next year's reporting would be returned to them at the same time as their report evaluation is sent.

After discussion, it was agreed by the committee to:

- 1) Separate the current Assessment Report rubric into two rubrics – one for the Assessment Plan and one for the Annual Assessment Summary Report.
- 2) Make the recommended changes and adopt the new forms as a pilot for the 2013-2014 academic year.

OTHER

None.

The meeting adjourned.

FUTURE COMMITTEE MEETINGS (all are scheduled for 2:30 p.m. in the Lincoln Room)

2013

December 5

2014

January 23

January 30 – Poster Session

February 13

March 13

April 10

May 8

**International Education /International WTE Committee
Nov. 14, 2013, 4-5 pm, International House**

Present: Brian Ogawa, Nancy Tate, Alex Glashausser, Karen Diaz Anchante, and Baili Zhang

Minutes of October 10 were approved.

“European Cultures and Societies: Northern Ireland” program was approved as a WTE eligible program.

“Study in Chiba (Japan) ” program was approved as a WTE eligible program after the deletion of transfer credit option.

The following faculty funding proposals were approved as requested:

Annie Collins (Armenia), Marguerite Perret (the Netherlands), and Nan Sun (China)

Respectfully submitted,

Baili Zhang

FACULTY AGENDA ITEM 13.20

Date: *August 1, 2013*

Submitted by: *Dr. Randy Pembroke, VPAA, ext. 2546*

SUBJECT: *Change in the Faculty Handbook—Probation and Reinstatement Committee, Change in Chair designation*

Description:

With the efforts to continuously improve and effectively serve, the responsibility of the probation and reinstatement process is now coordinated through the Associate Vice President for Academic Affairs office. Therefore the chair designation needs to be modified in the Faculty Handbook (Section One VII.D.6)

Current Wording:

This committee is charged with the responsibility of reviewing policy and establishing minimum standards of the University regarding undergraduate academic grade requirements and scholastic deficiency. The Committee will act upon individual requests for reinstatement and continued probation. The Committee is composed of one faculty member from each of the divisions of the College, one faculty member each from the Schools of Business, Nursing and Applied Studies, three students selected by the Washburn Student Association, the Registrar (or designee), the Vice President for Academic Affairs (or designee), the Director of Financial Aid (or designee), the Director of Counseling Services, the Assistant Dean of Student Success and Retention, and the Dean of Students. The Dean of Students serves as Chairperson.

Proposed Wording:

This committee is charged with the responsibility of reviewing policy and establishing minimum standards of the University regarding undergraduate academic grade requirements and scholastic deficiency. The Committee will act upon individual requests for reinstatement and continued probation. The Committee is composed of one faculty member from each of the divisions of the College, one faculty member each from the Schools of Business, Nursing and Applied Studies, three students selected by the Washburn Student Association, the Registrar (or designee), the Vice President for Academic Affairs (or designee), the Director of Financial Aid (or designee), the Director of Counseling Services, the Assistant Dean of Student Success and Retention, and the Dean of Students. The **Associate Vice President** serves as Chairperson.

Financial Implications: None

Proposed Effective Date: Fall 2013

Request for Action: *Approval by FAC/FS/ Gen Fac/BOR*

Approved by: *AAC on date*

*FAC on date **9/30/13***

Faculty Senate on date

Attachments Yes No

FACULTY AGENDA ITEM 13.21

Date: *August 1, 2013*

Submitted by: *Dr. Randy Pembroke, VPAA, ext. 2546*

SUBJECT: *Change in the Faculty Handbook—Program Review Committee*

Description:

With the efforts to continuously improve and effectively serve, the function and composition of the program review committee needs to be modified in the Faculty Handbook (Section One VII.D.9)

Current Wording:

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

Members of the committee include: 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.

The University Program Review Committee receive the subunits' program assessment and area directors' comments at least one week in advance of the assigned meeting date. The UPRC will meet with the subunit members and the area director for a collegial discussion of the self-study and the area director's comments. Any UPRC member from an area that is being reviewed by the committee will not vote on the UPRC report of that area, although they will participate in any discussion of the self-study. Each member will be appointed to write the UPRC report for a program review area. The reports will be approved or modified by vote of the UPRC. Minority reports may be submitted by members of the UPRC to the appropriate Vice Presidents.

Proposed Wording:

The Program Review process is intended to improve the quality of the academic programs offered at Washburn University. It is also intended to provide an organized opportunity for faculty to reflect on educational practices and review the role of their department/unit in the context of the University. Program Review offers the opportunity to reflect on department/unit and institutional priorities and encourages programs to consider how they support the strategic direction of the University. The primary goals are 1) Enhance the quality of academic programs by assessing program strengths and challenges; 2) Align academic program needs and campus priorities with the planning and budgeting process; 3) Assure that department/unit priorities are consistent with the University's mission and strategic directions.

Program review and assessment information, after review by the appropriate Dean or unit head, is submitted to the program review committee via the Vice President for Academic Affairs' office. Department/program information is made available to the committee members for their review during the semester prior to the scheduled review.

The Program Review committee will meet with the department/program chair/unit head to discuss the executive summary, documentation and other relevant matters. Based on this meeting, the committee will prepare a report to be sent back to the department/program chair and unit head. Another meeting is then scheduled with the department/program chair and the appropriate Vice President to discuss the committee's response and plans for the recommendations or unit actions.

Members of the Committee are: the VPAA, the VPAT, the VPSL (tri-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.

Financial Implications:

Proposed Effective Date: Fall 2013

Request for Action: *Approval by FAC/FS/ Gen Fac/BOR*

Approved by: AAC on date

FAC on date: **9/30/13**

Faculty Senate on date

Attachments Yes No

FACULTY AGENDA ITEM 13.22

Date: August 1, 2013

Submitted by: Dr. Randy Pembroke, VPAA, ext. 2546

SUBJECT: *Change in the Faculty Handbook—Undergraduate Retention Committee (Student Success Committee)*

Description:

With the efforts to continuously improve and effectively serve, the name, function and composition of the Undergraduate Retention committee needs to be modified in the Faculty Handbook (Section One VII.D.5)

Current Wording:

This committee is charged with examining retention data and information, reviewing past and present retention programs, considering new retention initiatives, and recommending actions to improve retention-persistence. The Committee is composed of one faculty member from each of the divisions of the College, one faculty member each from the Schools of Business, Nursing and Applied Studies, three students selected by the Washburn Student Association, the Executive Director of Enrollment Management, the Assistant Dean of Student Success and Retention, the Director of Admissions, the Director of Financial Aid, the Vice President for Student Life, and the Vice President for Academic Affairs. The Vice President for Academic Affairs will serve as Chairperson.

Proposed Wording:

The Student Success committee is charged with examining the curricular and co-curricular programs, services, and resources aimed to foster holistic development and student success, including but not limited to retention and graduation rates. This is accomplished by reviewing past and current initiatives, analyzing data, and recommending future actions. The Committee is composed of one faculty member from each of the divisions of the College, one faculty member each from the Schools of Business, Nursing and Applied Studies, three students selected by the Washburn Student Government Association (WSGA), the Executive Director of Enrollment Management, the Assistant Dean of Student Success and Retention, a representative from each of the following areas: Assessment Committee, International Education and Washburn Tech; the Director of Information Technology Services, the Director of Advising, the Director of Admissions, the Director of Financial Aid, the Dean of the University Libraries,

the Director of Institutional Research, the Director of Residential Living, the Director of Student Activities and Greek Life, and the Director of Multicultural Affairs, the Director of LinC, the Director of Student Services, the Vice President for Student Life and the Vice President for Academic Affairs. The Vice President for Academic Affairs will serve as Chairperson.

Financial Implications: None

Proposed Effective Date: Fall 2013

Request for Action: *Approval by FAC/FS/ Gen Fac/BOR*

Approved by: *AAC on date*

FAC on date: 9/30/13

Faculty Senate on date

Attachments Yes No

FACULTY AGENDA ITEM 13.23

Date: November 18, 2013

Submitted by: Dr. Nancy Tate, Associate Vice President for Academic Affairs
Chair, General Education Review Committee

SUBJECT: *Transfer of General Education Credits from Regionally Accredited Institutions*

Description/Rationale: *The current transfer process a student must go through to have courses transferred in from being admitted to the University through petitioning for transfer credit is cumbersome, often time-consuming and confusing. This proposed change in policy regarding the transfer of general education credits is predicated on the acquisition of competencies in broad academic areas, rather than on a comparison of individual courses taken at one institution or another. The issue is not how particular general education courses at the sending institution match up with general education courses at Washburn University, but how the competencies and student learning outcomes in various general education programs are similar to one another. Washburn University recognizes the professional integrity of all other regionally accredited institutions in the acceptance of their general education program.*

Current Catalog Language: [proposal is to eliminate information]

Transfer students who have completed 24 or more hours of college or vocational work must submit an official transcript from each college previously attended. To be official, transcripts must be mailed directly from each school to the Office of Admissions at Washburn University. If the student has completed fewer than 24 college or vocational hours and is degree seeking, he/she must also submit ACT scores that are not more than five years old. In addition, students transferring with fewer than 24 completed hours of college or vocational credit must submit an official copy of their high school transcript.

Entering degree seeking transfer students must have an application, \$20 processing fee, and all transcripts on file in the Office of Admissions by the respective beginning term deadline. Those students unable to meet the minimum admissions standards due to unusual circumstances may be considered on a case-by-case basis by the Director of Admissions. Transfer students desiring additional information should call 785-670-1030.

A cumulative 2.0 GPA on a 4.00 scale (C=2.0) is the minimum required on all completed course work of transfer students seeking admission to the University. Credits and grades earned in courses which are not acceptable from a transfer school will not be counted in the final grade point average or total hours earned at Washburn.

To determine whether transfer coursework has been approved as satisfying Washburn's general education program, students can access the on-line transfer guide links at

www.washburn.edu/transfer-guide. A general education transfer application process is available to students who believe a transfer course meets the spirit and intent of the Washburn general education criteria. The application is available at www.washburn.edu/gen-ed-transfer-petition. Students should work through their academic advisors to pursue this option.

Transfer students who have completed a baccalaureate degree at an accredited institution of higher education are considered to have satisfied general education requirements, and are therefore not required to meet Washburn's specific general education requirements. This includes all aspects of the general education program including the core coursework and the general education distribution hours. Students will, however, be required to meet degree requirements that are specific to certain Bachelor and Associate degrees. Courses satisfactorily completed in the Arts and Humanities, Social Sciences, and Natural Sciences and Mathematics as part of an A.A. or A.S. will be accepted towards credit in the appropriate general education distribution area.

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 earned technical certificate course credit to apply to degrees at 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 core 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.

At least 60 hours of the 120 hours required for the baccalaureate degree must be taken at a 4-year college or university.

Proposed Catalog language: [new language is in bold]

Transfer students who have completed 24 or more hours of college or vocational work **and are degree seeking** must submit an official transcript from each college previously attended. To be official, transcripts must be mailed directly from each school to the Office of Admissions at Washburn University. If the student has completed fewer than 24 college or vocational hours and is degree seeking, he/she must also submit ACT scores that are not more than five years old. In addition, students transferring with fewer than 24 completed hours of college or vocational credit must submit an official copy of their high school transcript.

Entering degree seeking transfer students must have **a completed** application, \$20 processing fee **payment**, and all transcripts on file in the Office of Admissions by the respective beginning term deadline. Those students unable to meet the minimum admissions standards due to unusual circumstances may be considered on a case-by-case basis by the Director of Admissions. Transfer students desiring additional information should call 785-670-1030.

A cumulative 2.0 GPA on a 4.00 scale (C=2.0) is the minimum required on all completed course work of transfer students seeking admission to **Washburn University**. Credits and grades earned in

courses which are not acceptable from a transfer school will not be counted in the final grade point average or total hours earned at Washburn.

Transfer students who have completed a baccalaureate degree **at an institution of higher education accredited by one of the six regional accrediting organizations** (<http://www.chea.org/Directories/regional.asp>) are considered to have satisfied general education requirements, and are therefore not required to meet Washburn's specific general education requirements. This includes all aspects of the general education program including the core coursework and the general education distribution hours. Students will, however, be required to meet degree requirements that are specific to certain Bachelor and Associate degrees.

For transfer students who have not completed a baccalaureate degree, courses completed at a college or university accredited by one of the six regional accrediting organizations that have been designated by the sending institution as general education courses will transfer to Washburn University as courses within the appropriate general education distribution area without further review. In addition, courses listed by the Kansas Board of Regents as a Kansas System-Wide Transfer (KSWT) course at http://www.kansasregents.org/transfer_articulation will transfer as their listed Washburn University equivalent course without further review. Note: The policy is not intended to circumvent specific general education requirements for particular majors. This is a most important distinction and should be noted by students and their advisors.

Courses taken at institutions outside the United States: College-level courses completed outside the United States and recorded on official transcripts will be evaluated for transfer credit, provided that the tertiary institution where the courses were taken is accredited by the Ministry of Education (or its equivalent) in that country. International transfer students who have completed college level courses outside the United States may be requested to submit proof of accreditation by the Ministry of Education and/or provide an evaluation from an authorized international credential evaluation agency such as International Education Research Foundation (IERF), Educational Credential Evaluators (ECE) or World Education Services (WES). Students who have completed a baccalaureate degree with a similar duration as a domestic baccalaureate degree from an accredited international institution will be allowed to follow the same transfer policies established for domestic regionally accredited baccalaureate degrees.

Exceptions to this transfer policy include the following. 1) The core requirements in English, Mathematics, and College Experience not addressed by KSWT must be approved as equivalent courses by the relevant departments. 2) Courses not included in the sending institution's general education program which a transfer student believes may meet the spirit and intent of Washburn University's general education program must be reviewed by the General Education Committee. 3) General education coursework from technical colleges and institutes accredited by one of the six regional accrediting organizations must be reviewed by the General Education Committee. (See next paragraph for more information regarding technical colleges.) 4) Courses that may satisfy a major requirement or a prerequisite to a major requirement must be reviewed by the major department chairperson.

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 earned technical certificate course credit to apply to degrees at 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 core 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.

At least 60 hours required for the baccalaureate degree must be taken at a 4-year college or university.

Course Transfer Review Process (for exceptions listed above): *To determine whether transfer coursework has been approved as satisfying Washburn's general education program, students can access the on-line transfer guide links at www.washburn.edu/transfer-guide. **Department chairs determine how major courses will transfer and transfer students must provide appropriate documentation (course description and course syllabus) to the chairperson to make an informed decision. Requests for approval of a course to count for general education credit are reviewed by the university's General Education Committee. To request approval, complete the General Education Transfer Course Petition (www.washburn.edu/gen-ed-transfer-petition) with your academic advisor and submit the form to the Associate Vice President for Academic Affairs. Decisions are usually made 1-2 weeks after all required information is received.***

You can appeal decisions on the transferability of general education courses through the General Education Committee if additional information can be provided which might change the initial ruling. The committee's decisions can be appealed to the Vice President for Academic Affairs, whose decision will be final.

Financial Implications: *None anticipated*

Proposed Effective Date: *The new policy will appear in the 2014-2015 University Catalog, but will be applied retroactively for the previous six years if requested.*

Request for Action: *Approval by AAC/.FAC/FS/ Gen Fac, etc*

Approved by: AAC on date **11/4/13**

FAC on date

Faculty Senate on date

Attachments Yes No

FACULTY AGENDA ITEM 13.24

Date: *November 4, 2013*

Submitted by: *Monica Scheibmeir, School of Nursing, extension 1526*

SUBJECT: *Online RN to BSN Proposal*

Description: *Short overview of the proposal:* The proposed RN to BSN program is developed on the foundation of the American Association of Colleges of Nursing (AACN) Baccalaureate Essentials inclusive of the recommended provision for practice experiences. The RN-BSN program is based upon the principles of adult learning with consideration for affordable tuition, flexible plans of study, support services to assist with retention, and meaningful real world learning grounded in experience. The subject matter of the RN-BSN program relates to professionalism, quality improvement, evidence-based practice, informatics, and leadership. The Washburn University RN-BSN program will be the exemplar of what all RN-BSN programs should look like.

Rationale: The majority of registered nurses in the United States have completed as Associate's Degree in nursing prior to taking their professional licensure examination. In 2010 the Institute of Medicine's Report, *The Future of Nursing*, laid out a framework to reverse the educational patterns of registered nurses by 2020. Within the next decade nursing education is to support an 80% BSN-prepared workforce. With the goals clearly established, the School of Nursing identified the need to develop a completely online RN to BSN program. According to AACN, 77 percent of employers have indicated a strong preference for the BSN in their current hiring practices and those hospitals and institutions with Magnet status require the BSN degree (AACN, 2012). The enrollment in BSN completion programs has increased 288 percent over the past nine years and this trend is expected to continue (AACN, 2012).

Financial Implications: Please see RN to BSN Proforma for specific financial information

Proposed Effective Date: Fall 2014

Request for Action: *Approval by AAC/.FAC/FS/ Gen Fac, etc*

Approved by: AAC on date **11/4/13**

FAC on date

Faculty Senate on date

Attachments Yes No