Committee on Academic Policies and Procedures
Minutes
Wednesday, January 8, 2025
10:30 a.m. – 12:00 p.m.

Call to Order/Welcome: Terri Gaeddert back from sabbatical.

Approval of Minutes: November 2024 minutes approved, no December 2024 meeting

New Business:

1.

Working Group Updates:

1. PERC (Electronic Course Permission): Karen Goos/Kelley Brundage
   a. Kelley will be scheduling meeting with PERC working group
2. HIPPA documentation: Andy Thompson
   a.

Old Business: CAPP Old Business.xlsx

Standing Reports:

1. Academic Affairs/Faculty Senate (Kouba/Bilgili)
   a) A subcommittee is in place to review the ARN and make recommendations to the FSAAC for updated language. Members include Jenny Bormann, Phillip Payne, Becky O'Donnell, Shannon Castleberry, and Megan McCoy (AA member). Hope to have the first meeting scheduled soon for the group. Please send suggestions/requests for updates to anyone on the subcommittee or to any member of Academic Affairs.
2. Provost Office/Enrollment Management (Goos/Brundage)
   a) **Math and English Pathways-** Requesting expedited approval for KBOR approved gateway courses in curriculum. We are working through the set up and implementation for both math and english.
      i) Updates to 350-degree maps, 350 catalog changes/ Many degree audit changes (AKA): large scope of work in Reg office for these changes.
3. Student Support and Accountability (Thompson)
   a)
4. K-State Online (Erickson)
   a) Two new online advisors hired – Sarah Buchanan (Social Sciences) & Chris Shumway (Business)
   b) New Online Orientation for online students in the works (via ORA)
5. Career and Academic Engagement (Watts/Erickson)
   a) Director of Student Retention and Persistence – Shana Bender starts on 1/6/25
   b) K-State will be implementing EdSights to support retention and student success – a text/sms tool designed to directly gather the student voice and elevate those in need of additional assistance.
   c) Career Leadership Collective has submitted report/recommendations of career development review – findings will be presented in spring term.

d) K-State's Winter Advising Institute will be held next Thursday, Jan. 16 from 8 a.m.- 3 p.m. in the Staley School of Leadership Studies – [Click here for more information and to register.](#)

e) In conjunction with ORA, SEM and UAC – reviewing success data for students admitted 'late'. Recommendations will be forthcoming related to discussions with UAC and Academic Leadership Council/Deans.

6. Information Technology (Finkeldei)

   a) Continuing to refine Canvas roles with leadership

   b) EAB/Navigate Reimplement Data Integration request to go live was made this week

   c) KBOR GE Framework implementation is in go-live with some 12/31 needed things going into place last week.

   d) Document Management/Imaging Replacement (RFP) is done and moving forward

   e) eID and email account cleanup continues - Disable & Retire Abandoned Accounts and changes to email forwarding

Announcements

Adjournment

Next meeting: February 12th, 2025