

## FINAL REPORT

### FY2018 ACADEMIC POLICIES & PROCEDURES COMMITTEE (AP&P) CHARGES

The AP&P committee met four times during FY 18. The committee did not receive any requests regarding the standing changes. The committee work on FY18 specific charges is described below.

**Specific Charges 1 :** Review the proposed USRR 1.4.6 on student exam exception policy for life circumstances proposed by the Student Senate.

The committee met October 10, 2017 to discuss the proposed USRR 1.4.6. The committee's main recommendation was to remove "qualifying life event (as defined by the IRS)" to unforeseen life events and provided specific circumstances. An amended version of USRR 1.4.6 was forwarded to SenEx for consideration.

**Specific Charges 2:** Continue to monitor and report on the Academic Accelerator Program and its partnership with Shorelight. Update data reported last year. Report to SenEx by **December 1, 2017**.

The AP&P committee met on December 5, 2017 with leaders of KU Academic Accelerator Program (KUAAP) - Drs. Neufeld, Dr. Pokphanh, and John Dahlstrand. Additionally, Dr. Stuart Day (Senior Vice Provost, Academic Affairs) and Dr. Charles Bankart (Associate Vice Provost, International Programs) attended the meeting. Prior to the meeting KUAAP prepared a report for the AP&P committee to review.

A report was prepared by the AP&P committee and finalized for SenEx on March 15, 2018 (Attachment 1). Recommendations from the AP&P committee to KUAAP included the following:

- Assess declining enrollment to determine root cause. Evaluate regional data and marketing needs.
- Explore disparities between international students enrolled in AAP compared to international students not enrolled in AAP.
- Obtain individual metrics of all curricular tracks (AAP2, AAP3, IAP, Pre-AAP and MAP) - enrollment trends, retention rates, comparison GPA, graduation rates.
- Assess individual student success/outcomes.
- Determine overall financial impact.

**Specific Charges 3:** Working with the IT Security Officer, AP&P should establish protocols to ensure maintenance of individual privacy in any changes to technology implementation.

The AP&P committee met with Julie Fugett (Chief information security officer) and Mike Rounds (Senior Associate Vice Provost for University Administration) on November 9, 2018 to discuss this charge.

A report was prepared by the AP&P committee and finalized for SenEx on March 15, 2018 (Attachment 2). Recommendations from the AP&P committee to KU IT included the following:

- Implement multi-factor authentication for increased security in addition to using single-sign-on for all KU supported applications.

- Increase awareness across campus of security issues by attending faculty/staff meeting and including security tips in their email newsletters.
- Re-evaluate the security of lecture hall computers.
- Remind faculty/staff of the Acceptable Use of Educational Technologies policy when using non-KU supported programs.
- Encourage faculty/staff to share recommended programs with the Academic Systems Steering Committee.
- Enforce annual security training (e.g., FERPA, HIPPA) for all employees (faculty/staff) with access to sensitive data.
- Schedule yearly meetings between CISO and the AP&P committee to address concerns.