



Student Board Advisory Meeting Minutes

Date: Tuesday February 16th, 2016

Kaplan Attendees: Jackie Sanchez

Student Attendees: Brittany Blair-AAS in Nursing, Kristie Saylor-BS in Criminal Justice, Meg Pugh-BS Health and Wellness, Scott Loonan-MS Healthcare Administration, Josh Holcombe-BS Information Technology, Tiffany Howard-BS Business Administration, Margaret Kramer-BS Paralegal, Shanisha Jones-MS Healthcare Administration, Patricia ONeal-MA Teaching

Time: 7pm CST

Guest Speakers: Lisa Wallace - Executive Director of Curriculum and Kathy Ingram - Assistant Dean of Curriculum

Guest Speakers – Review of Rubric Concerns

Lisa Wallace and Kathy Ingram

- Lisa and Kathy reviewed the questions and concerns voiced by the Student Board in last month's meeting.
- Lisa explained how competencies, outcomes, assessments, and rubrics play a part in courses. She noted that while courses open on Sunday and the course information is not loaded prior to that, she will ask about the possibility of the courses opening even earlier.
- Kathy explained how rubrics are developed as well as the different steps and the collaborative team that are involved. She discussed why the assignment and the rubric guidelines may differ. She asked that when issues arise, students report them to the instructor so that the instructor can inform the course lead to address them. She noted that they are examining how rubrics are utilized across the university to determine how to implement more consistency.

New/Departing Members

Kristie Saylor

- Kristie welcomed new members: Josh Holcombe-BS Information Technology, Patricia ONeal-MA Teaching, and Shanisha Jones-MS Healthcare Administration
- Kristie joined the committee in saying farewell to Scott Loonan, whose 1-year term has ended, and thanked him for all of his contributions.

Vice President Nomination/Vote

Kristie Saylor & Jackie Sanchez

- The first and only candidate for Vice President of the Student Advisory Board, Meg Pugh, gave a short presentation about herself and shared some of her ideas to improve both the Student Advisory Board and the overall student experience.
- The Board voted unanimously in favor to appoint Meg Pugh to the Vice President position.

Secretary Position

Jackie Sanchez

- Jackie stated that there is an opening for a secretary position on the Student Advisory Board. She explained that the position, served for one year, is responsible for taking minutes, typing up an agenda, and distributing the materials. Anyone interested in this position should email Jackie for more information.

Open Forum

- Scott suggested that a meet and greet between students and department chairs within a school would be beneficial.
- Shanisha asked about honors for graduate students. It was confirmed that there are no academic honors for graduate students, but they can still be part of honor societies.
- Meg asked if there could be a recommended list of electives. Jackie replied that Kaplan is working on compiling such a list that will be part of new degree plans. In the meantime, students can ask for suggestions from their instructors and advisors.