



Educational Policies Council  
Minutes of the Meeting  
Monday, 16 March 2015

**Ex-Officio Members present (or represented):** Associate Provost Melody J. Tankersley (representing Todd A. Diacon); Faculty Senate Chair Donna (Lee) L. Fox-Cardamone; Deans Sonia A. Alemagno, James L. Blank, James K. Bracken, Barbara A. Broome, John R. Crawford, AnnMarie LeBlanc, Donald F. Palmer, Eboni J. Pringle, Robert G. Sines, Deborah F. Spake, Douglas L. Steidl, Mary Ann P. Stephens, Wanda E. Thomas; Senior Associate Dean Vincent J. Hetherington; Associate Deans Joanne M. Arhar, Robert D. Hisrich, John (Jack) R. Graham, Catherine E. Hackney, I. Richmond Nettey, Cynthia R. Stillings; Director Robert A. Walker

**Ex-officio Members not present (or represented):** Associate Deans Janis H. Crowther, LuEtt J. Hanson, William T. Willoughby; Assistant Dean Thomas E. Klingler

**Faculty Senate-Appointed Representatives present (or represented):** Professors Richard Feinberg, Thomas Janson, Fred T. Smith, Roberto M. Uribe-Rendon, Donald L. White; Associate Professor Linda L. Williams; Assistant Professor Terrence L. Uber

**Faculty Senate-Appointed Representatives not present (or represented):** Professor Kathryn A. Kerns; Associate Professors William C. Ward III, Christopher A. Was

**Council Representatives present (or represented):** Professors Ann F. Jacobson, David H. Kaplan; Associate Professors Robert E. Cimera, John C. Duncan, Michael Ensley, Athena Salaba, Jonathan F. Swoboda; Assistant Professors Lindsay C. Baran, Tina D. Bhargava, Mary A. Mooney, Debra S. Shelestak, Pamela L. Stephenson, Belinda S. Zimmerman

**Council Representatives not present (or represented):** Professor Michael W. Chunn; Associate Professors Thomas W. Brewer, Pamela K. Evans, John A. Marino, Jayaram (Jay) Muthuswamy, Denice Sheehan; Assistant Professors Danielle S. Coombs, Jonathan P. Fleming; David (Blake) Stringer

**Observers present:** Graduate Student Senate Vice Executive Chair Fritz W. Yarrison

**Observers not present:** Undergraduate Student Government Academic Affairs Director Michelle A. Crisler

**Consultants and Guests present:** Fashaad Crawford, Nancy J. Dellavecchia, Mary Ann Haley, Lynette Johnson, Jennifer S. Kellogg, Alyssa S. Kyff, Yza Y. Melvin, Alexander W. Moore, Brian J. Pekarek, Susan R. Peti, Gail M. Rebeta, Matthew M. Rollyson, Katherine (Katie) J. Smith, Misty L. Sommers, Linnea A. Stafford, Therese E. Tillett, Whitney E. Wenger

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Associate Provost Melody J. Tankersley called the meeting to order at 3:23 p.m., on Monday, 16 March 2015, in the Governance Chambers of the Kent Student Center.

**Joint EPC Action Item 1: Approval of minutes of 16 February 2015.**

Professor Thomas Janson moved for approval of the minutes, and the motion was seconded by Associate Dean Catherine E. Hackney. No changes, corrections or clarifications were requested. The motion passed unanimously.

**Joint EPC Action Item 2: Revision of academic structure to move the school of Digital Sciences from an independent school within the university to a dependent school within the College of Arts and Sciences.**

Associate Provost Tankersley introduced the item and summarized the proposal. Additionally, she highlighted aspects of the proposal related to curricular approval and representation.

Regarding curricular approval, the proposal indicates that Digital Sciences' Interdisciplinary Curriculum Committee will submit curricular proposals to the school's Deans Advisory Group, being forwarded to the dean of the College of Arts and Sciences and then to the provost and Educational Policies Council for approval. Digital sciences curricular proposals would not be voted on by the Arts and Sciences College Curriculum Committee.

Regarding representation, the proposal indicates that the School of Digital Sciences will retain its separate representation on Faculty Senate and Educational Policies Council, and the director will continue to attend meetings of the Advising Deans Council, Chairs and Directors Committee and the Associate and Assistant Deans Committee.

Associate Dean I. Richmond Nettey made a motion for approval of the item, which was seconded by Assistant Professor Mary A. Mooney.

An EPC member asked if students enrolled in digital sciences programs would be subject to the specific requirements of the College of Arts and Sciences. He noted that the proposal does not specifically state if digital sciences students would, for example, be required to fulfill the foreign language requirement.

An EPC member voiced her opinion that digital sciences curricular proposals should be voted on by the Arts and Sciences College Curriculum Committee. Director Robert A. Walker clarified the role of the Digital Sciences' Interdisciplinary Curriculum Committee, and pointed out that the committee is composed of representatives from digital sciences-affiliated academic units.

An EPC member expressed his confusion about the purpose of the transition from an independent school outside any college to a dependent school within the College of Arts and Sciences, if the school would retain separate curricular approval processes and university representation.

An EPC member stated that approval by the Arts and Sciences College Curriculum Committee is a step that should have been taken prior to the presentation of the proposal at the Educational Policies Council.

Associate Provost Tankersley clarified the purpose of the proposal. She explained that the Office of the Provost is not able to offer academic oversight to the extent that the School of Digital Sciences needs and deserves. She summarized what she felt to be the two main concerns regarding the proposal: (1) that the College of Arts and Sciences College Curriculum Committee should be a step in the curricular approval process for digital sciences programs and courses; and (2) that the proposal should be approved by the Arts and Sciences College Curriculum Committee before appearing on the EPC agenda.

An EPC member shared that the bylaws of Faculty Senate indicate that directors of dependent schools within academic units are not extended ex-officio Faculty Senate representation.

Associate Professor Linda L. Williams made a motion to postpone voting on the item until the proposal is approved by the Arts and Sciences College Curriculum Committee. Associate Professor Williams also requested documentation indicating the specific elements of academic oversight that the Office of the Provost is unable to offer the School of Digital Sciences, so that the College of Arts and Sciences will be in a position to make an informed judgment as to whether they are able to meet the needs of the unit. Professor Donald L. White seconded the motion.

With no further questions or discussion, EPC members unanimously postponed voting on the item.

**Joint EPC Action Item 3: Revision of Registration policy to clarify specific procedures, inform students of consequences for certain actions and remove outdated information, among other changes. A new course overload policy for graduate students is also proposed.**

Associate Provost Tankersley explained that the purpose of the proposal is to ensure that published policies reflect current practices and regulations. Many of the changes are considered house-keeping items to bring the information within the policies up to date.

Associate Dean Hackney made a motion for approval of the item, and the motion was seconded by Professor Fred T. Smith.

An EPC member requested clarification on the timeline for the electronic petition for exception to registration. Associate Provost Tankersley stated that the electronic petition will be functional starting fall 2015. An EPC member commented on the importance of communicating this new procedure to students and faculty, as it represents a culture change at Kent State.

Members passed the item unanimously with no further questions or discussion.

In response to a request from an EPC member prior to the conclusion of the joint and graduate portions of the meeting, Curriculum Services Director Therese E. Tillett stated that she would add language to the Grading Policies and Procedures as published in the University Catalog (revisions approved at the 16 February 2015 EPC meeting). The EPC member expressed concern that students would not understand the grade change deadline of “three consecutive terms”, and Director Tillett responded that clarifying examples would be included with the policy in the catalog.

**Undergraduate EPC Action Item 1: Revision of the Admission—Post-Undergraduate Student policy to require students to submit official transcripts from all colleges and universities attended no matter if they are degree-or non-degree seeking at the time of admission.**

Director of Admissions Nancy J. Dellavechia presented the item and summarized the proposal.

Associate Dean John (Jack) R. Graham’s motion for approval of the item was seconded by Associate Dean I. Richmond Nettey. Members passed the item unanimously with no further questions or discussion.

**Undergraduate EPC Action Item 2: Establishment of an Alternative Credit policy in the University Catalog, with the merger of separate alternative credit policies, addition of other alternative credit policies and minor revisions to reflect current practices.**

Associate Provost Tankersley introduced the item and summarized the proposal, highlighting the current need to combine information regarding all of the ways a student can earn alternative credit into one cohesive policy.

An EPC member asked for clarification regarding DANTES Subject Standardized Tests. Associate Provost Tankersley directed the EPC member to the description of these tests on page 4 of the proposal. An EPC member shared that DANTES is acronym for Defense Activity for Non-Traditional Education Support.

A motion to approve the item was made by Senior Associate Dean Vincent J. Hetherington and seconded by Dean Douglas L. Steidl. Members passed the item unanimously with no further questions or discussion.

Associate Provost Tankersley adjourned the meeting at 3:57 p.m.

Respectfully submitted,



Katie J. Smith  
Academic Program Coordinator, Curriculum Services  
Office of the Provost