

Describe the institution's load/overload policy for faculty teaching in the proposed program.

The load policy for faculty teaching in the proposed program is the same for those teaching in other programs at the university. According to Kent State University policies, a full-time tenure-track faculty member is to be given 24 credit hours, while non-tenure track faculty members shall be given 30 credit hours of workload every academic year, including equivalences for research, administration and other activities. Any load beyond these is to be compensated as overtime/overload.

Indicate whether the institution will need to identify additional faculty to begin the proposed program. If additional faculty members are needed, describe the appointment process and provide a timeline for hiring such individuals.

Since the curriculum of the Environmental Studies major will comprise existing courses regularly offered in other college and university programs, current faculty resources are sufficient to begin the program.

8.2 Program faculty

Provide number of existing faculty members available to teach in proposed program.

Kent Campus faculty teaching ENV5 courses
Full-time: 5 Less than full-time: 0

Stark Campus faculty teaching courses in the program
Full-time: 9 Less than full-time: 2

Provide an estimate of the number of faculty members to be added during the first two years of program operation.

Full-time: 0 Less than full-time: 0

8.3 Expectations for professional development/scholarship

Describe the institution's general expectations for professional development/scholarship activities by the proposed program's faculty. In your response, describe any differences in the expectations for tenure-track vs. non tenure-track faculty and for full-time vs. part-time faculty. Indicate the financial support provided for such activities. Include a faculty handbook outlining the expectations and documenting support as an appendix item.

To be current in their respective fields, all faculty in the College of Arts and Sciences are expected to engage in scholarship activities such as publishing refereed journal articles and proceedings; authoring, editing and contributing to book chapters and books; grant writing, consulting; attending academic and teaching seminars; and making professional presentations. Each faculty member is required to have engaged in these activities substantially within the most recent five-year period. Full time faculty members are given workload equivalencies and a budget amount every academic year that allows them to engage in these activities.

Expectations for engagement in these activities are different depending on the faculty member’s designation and the level of our program in which she/he teaches. For more detail on these expectations please see the College of Arts and Sciences Faculty Handbook and the Stark Campus Faculty Handbook attached as Appendix D.

8.4 Faculty matrix

Complete a faculty matrix for the proposed program. A faculty member must be identified for each course that is a required component of the curriculum. If a faculty member has not yet been identified for a course, indicate that as an “open position” and describe the necessary qualifications in the matrix. A copy of each faculty member’s CV must be included as an appendix item.

Environmental Studies Major at the Kent Campus

Faculty listed below will teach the Environmental Studies (ENVS) courses on the Kent Campus. The remaining curriculum comprise existing, required and elective courses in other degree programs offered at the Kent Campus (e.g., biology, geography, geology, sociology, political science) and are taught by faculty in the respective departments on the Kent Campus. See Appendix E for each faculty member’s curriculum vita.

* Number of courses taught by the faculty member each year at all campuses

Name of instructor	Rank or title	Full part	Degree, discipline, institution, year	Years teach	Additional expertise	Course faculty will teach	Load *
V. Kelly Turner	Assistant Professor	FT	PhD, Geography, Arizona State University 2013	3	Sustainable urbanism	ENVS 22070 Nature and Society; ENVS 32091 Environmental Studies and Sustainability	4
Christopher Blackwood	Associate Professor	FT	PhD, Soil Microbial Ecology, Michigan State University, 2001	10	Population ecology, ecosystems	ENVS 32091 Environmental Studies and Sustainability	4
Joseph Ortiz	Professor	FT	PhD, Oceanography, Oregon State University, 1995	21	Water quality, remote sensing, paleoclimate, sedimentary geology	ENVS 32091 Environmental Studies and Sustainability	4
David Kaplan	Professor	FT	PhD, Geography, University of Wisconsin, 1991	25	Sustainable urbanism and transportation	ENVS 42099 Integrative Senior Project	4
Susan Roxburgh	Professor	FT	PhD, Sociology, University of Toronto, 1994	22	Sociology of food	ENVS 42099 Integrative Senior Project	4

Environmental Studies Major at the Stark Campus

Faculty listed below will teach the courses, required or elective, on the Stark Campus.
 See Appendix F for each faculty member's curriculum vita.

* Number of courses taught by the faculty member each year at all campuses

Name of instructor	Rank or title	Full part	Degree, discipline, institution, year	Years teach	Additional expertise	Course faculty will teach	Load *
Katrina Bloch	Associate Professor	FT	PhD, Sociology, North Carolina State University, 2009	6	Inequality, social justice	ENVS 42099 Integrative Senior Project; SOC 32210 Researching Society; SOC 42560 Sociology of Food	3
Joel Carbonell	Associate Professor	FT	PhD, Political Science, University of California Riverside, 2007	6	International relations, comparative politics	POL 30310 Public Policy Analysis; POL 30350 Environmental Conflict Resolution; POL 40440 U.S. Environmental Politics and Policies	2
Kimberly Garchar	Associate Professor	FT	PhD, Philosophy, University of Oregon, 2006	6	Ethical theory, clinical ethics	PHIL 30025 Environmental Ethics	1
Robert Hamilton	Assistant Professor	FT	PhD, Biology, Rutgers University, 2006	11	Entomology, aquatic systems	ENVS 42099 Integrative Senior Project; BSCI 30360 General Ecology	2
Nick Morris	Instructor	PT	PhD candidate, Cultural Foundations, Kent State University (Dec 2016)	5	Sustainability	ENVS 32091 Environmental Studies and Sustainability	1
Deepraj Mukherjee	Assistant Professor	FT	PhD, Economics, University of Memphis, 2010	3	Economics	ECON 32084 Economics of the Environment	1
Christopher Post	Associate Professor	FT	PhD, Geography, University of Kansas, 2006	8	Cultural landscape	ENVS 22010 Nature and Society; ENVS 42099 Integrative Senior Project; GEOG 21062 Physical Geography; GEOG 31070 Population and Environment	4
Carrie Schweitzer	Professor	FT	PhD, Geology, Kent State University, 2000	16	Paleo-geology, mass extinctions	ENVS 42099 Integrative Senior Project; GEOL 42065 Watershed Hydrology; GEOL 42067 Intro Hydrogeology	3

Name of instructor	Rank or title	Full part	Degree, discipline, institution, year	Years teach	Additional expertise	Course faculty will teach	Load *
Andrew Scholl	Instructor	PT	PhD, Geography, Pennsylvania State University, 2008	2	GIS, forestry, soils	BSCI 30274 Forestry; ENVS 32091 Environmental Studies and Sustainability; GEOG 21062 Physical Geography; GEOG 41051 Natural Disasters and Society; GEOG 41073 Conservation of Natural Resources; GEOG 41074 Resource Geography; GEOG 49070 Geographic Information Science; GEOG 49230 Remote Sensing	4
Gregory Smith	Assistant Professor	FT	PhD, Zoology, University of Oklahoma, 2007	2	Conservation biology	BSCI 40525 Wildlife Resources	1
Eric Taylor	Assistant Professor	FT	PhD, Geology, Ohio State University, 2012	4	Environmental geology	GEOG 21062 Environmental Earth Science; GEOG 42035 Scientific Methods in Geology	2

SECTION 9: LIBRARY RESOURCES AND INFORMATION LITERACY

9.1 Library resources

Describe the involvement of a professional librarian in the planning for the program (e.g., determining adequacy of current resources, working with faculty to determine the need for additional resources, setting the budget for additional library resources/services needed for the program).

The library liaison for the department will provide information literacy in the form of in-class instruction sessions, personal one-on-one student sessions, workshops and other forms as needed. The liaison will also be responsible for collection development; ensuring resources are up-to-date and meet the current standards for the field. To achieve this, the liaison will work closely with the faculty to make sure that each of their classes has the appropriate resources to assist their students with research. The library budget for this program will come from each of the constituent departments. A similar formula is used with Kent State’s interdisciplinary Digital Sciences major. In the future, a separate fund for this program may be created depending on the resources required.

Describe the library resources in place to support the proposed program (e.g., print, digital, collections, consortia, memberships).

The following library resources are already in place for the proposed Environmental Studies major:

Monographs. Most monographs in the disciplines related to environmental studies are automatically acquired through an approval plan with YBP Library Services. Acquisition profiles are developed for each of the primary academic fields related to departments in the College of Arts and Sciences. The profiles are reviewed and modified as needed, annually. In addition, the annual firm order acquisition budget for the each department allows for the purchase of additional materials selected by the librarian or requested by College of Arts and Sciences faculty.

Journals. Journals are available in both print and electronic formats, with an increasing emphasis on electronic access as many database vendors increase their full-text content and linking capabilities. Where a specific journal is not available in the Collection, users are encouraged to request a copy of the necessary material through the interlibrary loan program. The Article E-Delivery Service is excellent is promoted to students in library orientations.

Electronic Resources. Students and faculty in the College of Arts and Sciences rely heavily on journals, major reference works and databases to conduct research and complete assignments. However, it is important to note that research and study in the field of environmental studies is an interdisciplinary process. Students and faculty in the college benefit from additional library collection development in the areas of biology, geology, geography, political science, environmental science, environmental studies, sustainability studies, public administration, as well as government documents. Most of the online databases are made available to users, both on and off-campus, through University Library subscriptions and OHIOLink, a state-wide initiative to provide access to electronic resources.

Databases. In addition to the many monographs on this subject, Kent State students have access to databases GeoBase, GeoRef, Inspec and Environment Complete. The Web of Science Core Collection will also be of great assistance to this major. In addition, Kent State offers Academic Search Complete and the Discovery@Kent State search engine, which searches more than 150 databases, as well as KentLink and OhioLink, with one query.

9.2 Information literacy

Describe the institution's intent to incorporate library orientation and/or information literacy into the proposed program. In your response, describe any initiatives (e.g., seminars, workshops, orientations) that the institution uses or intends to use for faculty and students in the program.

The Kent Campus main library is open seven days a week. During the fall and spring semesters the library is open 24/5 for the entire semester. To guide students and faculty in the extensive collections, reference librarians are available five days a week, and reference graduate assistants are available on the weekends.

There are several services points in the main library to assist students and faculty. The reference desk, staffed during the day and evening hours, provides assistance in: (a) locating materials and (b) acquiring materials if Kent State does not own them. In addition to in-person assistance, the reference department provides email, instant messaging and telephone reference services. If the research needs of students or faculty require the subject expertise of a particular librarian, requests will be accommodated. Appointments can be scheduled with the librarian, either during office hours or through an appointment set up at the faculty or student's convenience. Course-integrated instruction on library resources may be requested by faculty for any of their classes. The librarians tie this instruction to specific assignments or knowledge requirements for the class.

The Stark Campus houses a full academic library with access to information literacy instruction. The campus library presently serves the campus’ three associate degree majors, 19 bachelor’s degree majors and two master’s degree majors. The library has access to most scientific databases and has a 3D printer and a large poster printer. The laboratory spaces are housed in the Science and Nursing Building – a LEED gold certified building. The laboratory facilities are excellent for biology and geology and are complemented by the nearby pond and wetlands on campus, and a wind turbine. A full time lab coordinator is responsible for maintaining the labs.

In addition to course-based instruction, Kent State University Libraries, on all campuses, offer numerous independent learning sessions for students and faculty in the form of web-based instruction.

SECTION 10: BUDGET, RESOURCES and FACILITIES

10.1 Resources and facilities

Describe additional resources (e.g., classrooms, laboratories, technology, etc.) that will be needed to support the proposed program and provide a timeline for acquiring/implementing such resources.

Few additional resources will be needed to support the proposed program as the faculty and curriculum for the Environmental Studies major are already in place. The courses in the proposed major are delivered for other majors currently offered by the College of Arts and Sciences.

Some small expenses related to the administration of what is expected to be a robust program will include the expenses of a graduate assistant at the Kent Campus to help with advising, coordination of class schedules across departments, marketing and other items that facilitate student success. There will also be some expenses for administrative summer salary and release time for the program director.

10.2 Budget/financial planning

Fiscal Impact Statement for the Environmental Studies Major at the Kent Campus

	Year 1	Year 2	Year 3	Year 4
I. Projected Enrollment				
Headcount full time	22	44	66	88
Headcount part time	3	6	9	12
Full-time equivalent (FTE) enrollment	25	50	75	100
II. Projected Program Income				
Tuition (paid by student or sponsor)	\$250,000	\$500,000	\$750,000	\$1,000,000
Expected state subsidy	\$62,500	\$125,000	\$187,500	\$250,000
Externally funded stipends, as applicable				
Other income (describe in narrative section below)				
Total Projected Program Income	\$312,500	\$625,000	\$937,500	\$1,250,000
III. Program Expenses				
New personnel				
Instruction				
Full time: 0				
Part time: 0				

	Year 1	Year 2	Year 3	Year 4
Non-instruction				
Full time: 0				
Part time: 0.5 time graduate assistant	\$23,000	\$23,000	\$23,000	\$23,000
New facilities/building/space renovation				
Scholarship/stipend support				
Additional library resources				
Additional technology or equipment needs				
Other expenses (1/8 annual cost for program director)	\$25,000	\$25,000	\$25,000	\$25,000
Total Projected Expense	\$48,000	\$48,000	\$48,000	\$48,000

Budget Narrative:

Historically, environmental studies programs gain more majors as students become aware of the field. Therefore, the campus expects to see a net increase of at least 25 new students each year. The program income is based on the tuition cost per student (\$10,000) and the state subsidy per student (\$2,500). The program expenses are based on the cost of a graduate assistant at the master's level in the Department of Geography and one-eighth the annual cost for the program director, in addition to the cost for one month of summer compensation.

Fiscal Impact Statement for the Environmental Studies Major at the Stark Campus
in the process of being completed

	Year 1	Year 2	Year 3	Year 4
I. Projected Enrollment				
Headcount full time	8	16	24	32
Headcount part time	2	4	6	8
Full-time equivalent (FTE) enrollment	10	20	30	40
II. Projected Program Income				
Tuition (paid by student or sponsor)				
Expected state subsidy				
Externally funded stipends, as applicable				
Other income (describe in narrative section below)				
Total Projected Program Income				
III. Program Expenses				
New personnel				
Instruction				
Full time: 0				
Part time: 0				
Non-instruction				
Full time: 0				
Part time: 0				
New facilities/building/space renovation				
Scholarship/stipend support				
Additional library resources				
Additional technology or equipment needs				
Other expenses				
Total Projected Expense				

APPENDICES

Appendix Description

- A Curriculum vitae for Environmental Studies program director
- B Letters of support
- C Syllabus for new course ENVS 42099 Integrative Senior Project
- D College of Arts and Sciences Faculty Handbook and Stark Campus Faculty Handbook
- E Curricula vitae for faculty teaching ENVS courses at the Kent Campus
- F Curricula vitae for faculty teaching courses at the Stark Campus

Kent State University is committed to continual support of the delivery of the Bachelor of Arts in Environmental Studies at the Kent Campus and the Stark Campus. If Kent State decides in the future to close the program, at either campus or at both, the university will provide the necessary resources and means for matriculated students in the program to complete their degree.

Kent State University verifies that the information in the application is truthful and accurate.

Respectfully,

Todd A. Diacon, PhD
Senior Vice President for Academic Affairs and Provost
Kent State University