



Educational Policies Council  
Minutes of the Meeting  
Monday, 20 November 2017

**Ex-Officio Members present (or represented):** Executive Vice President for Academic Affairs and Provost Todd A. Diacon; Faculty Senate Chair Deborah C. Smith; Deans Sonia A. Alemagno, James L. Blank, John R. Crawford-Spinelli, James C. Hannon, Amy L. Reynolds, Alison J. Smith, Deborah F. Spake (representing Associate Dean Robert D. Hisrich), Melody J. Tankersley; Interim Deans Nathan Ritchey, Robert G. Sines, Jr.; Senior Associate Dean Vincent J. Hetherington; Associate Deans Janis H. Crowther, Stephen A. Mitchell, I. Richmond Nettey, Cynthia R. Stillings, Wendy A. Umberger, William T. Willoughby (representing Dean Mark S. Mistur); Interim Associate Deans Danielle S. Coombs, Kara L. Robinson

**Ex-officio Members not present (or represented):** Deans Barbara A. Broome, Eboni J. Pringle; Interim Dean Kenneth J. Burhanna

**Faculty Senate-Appointed Representatives present (or represented):** Professors Edward Dauterich, Christopher J. Fenk, Darci L. Kracht, Robert J. Twieg, Donald L. White; Associate Professors Albert L. Ingram, Linda L. Williams; Assistant Professor Jennifer M. Cunningham

**Faculty Senate-Appointed Representatives not present (or represented):** Professor Susan Roxburgh; Associate Professor Vanessa J. Earp; Assistant Professor Vinay K. Cheruvu

**Council Representatives present (or represented):** Professors Michael C. Chunn, Said Shiyab; Associate Professors Jillian S. Coorey, Jan C. Leach, Richard L. Mangrum, Robert D. Sturr, Jonathan F. Swoboda, Melissa D. Zullo; Assistant Professors Lindsay C. Baran, Jonathan P. Fleming, James D. (Derek) Kinglsey, Mary A. Mooney, Debra S. Shelestak

**Council Representatives not present (or represented):** Professor Jonathan B. VanGeest; Associate Professor Pamela K. Evans, Denise M. McEnroe-Petite, Jayaram (Jay) Muthuswamy; Assistant Professors Insook Kim, Amy B. Petrinec

**Observers present:** Graduate Student Senate Vice Executive Chair Kathryn Klonowski, Undergraduate Student Government Senator Samantha Scozzaro

**Consultants and Guests present:** Susan M. Augustine, Darwin L. Boyd, Alicia R. Crowe, Larry G. Froehlich, Julie A. Gabella, Mary Ann Haley, Jennifer S. Kellogg, Shelley K. Marshall, Daniel E. Palmer, Jackie A. Ruller, Elizabeth A. Sinclair, Kathleen J. Spicer, Linnea A. Stafford, Therese E. Tillett, Aimee J. VanDomelen, William C. Ward III, Catherine M. Zingrone

---

Executive Vice President for Academic Affairs and Provost Todd A. Diacon called the meeting to order at 3:21 p.m., on Monday, 20 November 2017, in the Governance Chambers of the Kent Student Center.

Provost Diacon asked Executive Director Therese E. Tillett to review changes made to the agenda. Executive Director Tillett stated three courses were being withdrawn from the agenda pending further discussion. The courses being withdrawn from the agenda are:

- PH 43013 Sex: A Wicked Public Health Problem (3) – New
- SBS 54634 Social Determinants of Health Behaviors (3) – Revise
- SBS 74634 Social Determinants of Health Behaviors (3) – New

**Joint EPC Action Item 1: Approval of 16 October 2017 meeting minutes.**

Senior Associate Dean Vincent J. Hetherington moved for approval of the minutes, and the motion was seconded by Professor Michael C. Chunn. No changes, corrections or clarifications were requested. The motion passed unanimously.

**Joint EPC Action Item 2: Revision of the Definition of Instructional Arrangements and Guidelines for the Awarding of Academic Credit policy to provide more guidance and code consistency in course development. Effective Fall 2018.**

Associate Dean Cynthia R. Stillings motion for approval of the item was seconded by Dean Sonia A. Alemagno.

Senior Associate Provost Melody J. Tankersley reviewed that the proposal is to merge and revise two course policies that appear in the curricular guidelines. Together they provide a comprehensive overview of the course types that are offered. The revision will make it easier for faculty to find and utilize the policies when creating or revising a course.

Members did not have any questions, and the item passed unanimously.

**Joint EPC Action Item 3: Restructure of the Liquid Crystal Institute to be more inclusive and include materials science research. The institute will be renamed Advanced Materials and Liquid Crystal Institute. Effective Fall 2018.**

Associate Professor Robert D. Sturr motion for approval of the item was seconded by Professor Robert J. Twieg.

Dean James L. Blank presented that President Warren has expressed interest in establishing an advanced materials institute that would span multiple departments and colleges. In looking at the direction and future of the Liquid Crystal Institute [LCI], that has over 40 years of history and is internationally known, the proposal is to combine it with an advanced materials institute due to the strength in material science that is at Kent.

Professor Twieg, who has worked on liquid crystals for 30 years, voiced his concerns in that he feels there will be many challenges to integrate the existing LCI with a broader materials institute. He does feel that it will be a very valuable outcome for the university if this integration can be accomplished. He stated that the majority of the materials science, as well as the liquid crystals science, is done in the chemistry and physics departments and he wants that history to be known so that it can continue in the future. He has concerns with the process not being the best to this point, especially with shared governance and for this institute to be successful, governance needs to be involved. He is concerned with the letters of support that are being presented because they are very unspecific. The chemistry and physics departments agree with the new name but there is not a lot of

input from either of them in regards to this proposal. He feels that input has been lost in the process and that is something that has to change for this new institute to be successful. There are a lot of departments named in the proposal but a foundation and framework need to be built first and then other areas can be added in later after the structure is set. He is concerned with a statement in the proposal that a lot of research by faculty has gone unnoticed and he doesn't want that to happen again. He has questions about the budget and the resources that will be available for a new institute while the existing institute is "bleeding red ink" and how can a larger organization be viable when the existing one is not. He emphasized that he would like to see a viable and successful materials institute created and that it is possible if the right path is taken. He charged Dean Blank and Provost Diacon to pay close attention so they do not get off of that path.

An EPC member asked why "Liquid Crystal Institute" is not being kept first in the renamed institute if it is internationally known and for internet search reasons. Professor Twieg replied that liquid crystals are an important subset of material science but are only a very small portion of material science and that the university needs to acknowledge and focus on the bigger picture. The member asked why he was not more supportive of the proposed institute if it will bring more focus to advanced material science. Professor Twieg stated that he wants to have a success materials science institute but he has concerns with the proposal being presented and the documents and statements within it.

Dean Blank responded to Professor Twieg's concerns and explained that he has been working with him for over a year on this proposal and values his input and support. In response to the budget comment, he stated that the LCI is not "bleeding red ink" and has a budget that comes out of central funds. The LCI comes in at budget or under budget every year. In response to the resource concerns, he shares those concerns and wants to resource the institute adequately. In regards to governance and the letters of support, he has ideas of how the governance should be set up and it will need to be thought about and discussed. The department letters submitted are in support but he understands that faculty does have questions and concerns but that there will never be 100% consensus from the faculty. Once the director for the institute has been hired, they will work have to work with the faculty, deans, chairs, etc. to discuss and work through things in order to have a successful institute.

Faculty Senate Chair Deborah C. Smith questioned the letters of support. She stated that the letters are from administrators saying that they support the proposal and she is wondering if they consulted with their curricular committees and faculty and did the faculty support it. Dean Blank responded that within the College of Arts and Sciences, the faculty were consulted and they were mostly in support. Professor Twieg commented that the majority of the letters state that they support the name change, he feels the absence of discussion says a lot.

An EPC member asked if there would be an administrative reporting structure change as well or just a name change. Dean Blank responded that there would be an administrative change. Another EPC member felt that this proposal is similar to that of the digital sciences program structure that did not fall under a college but reported to the Provost's office. Dean Blank replied that it is different than digital science as it is research focused, does not offer any course work or a degree. Another EPC member asked if it is really needed to keep liquid crystal in the name since it is just a small piece of the advanced science materials. Dean Blank responded that there are a lot of good faculty involved with many years of experience and research involved with liquid crystal that is important and it is also a brand that is recognized. Professor Twieg interjected and asked the council to approve the name change and to move forward to build a great institute that is broad in scope that reflects the

history of the LCI. Chair Smith stated that she has been approached by faculty that are part of the LCI and they are very concerned about the proposal. She would feel better if there was a letter that was signed by the faculty that are currently involved in the LCI showing support of this proposal. Dean Blank responded that there is a letter of support from LCI Interim Director John L. West who has spoken with faculty about their concerns. Chair Smith responded that the letter from Interim Director West doesn't address any of the faculty concerns and simply states "I" support the proposal and that is concerning to her. Professor Twieg responded that he can't speculate for his colleagues at LCI but he thinks they will be satisfied with the name change. He thinks their major concern would be the educational component of the operation and how it will be reconfigured. He again urged for approval of the proposal for the name change and then they can look at and work on the educational component at a later time.

Members did not have additional questions or discussion and passed the item unanimously.

**Graduate EPC Action Item 1: Consolidation of Crafts [CRFT] and Fine Arts [ARTS] majors into one major—renamed Studio Art [SART]—within the Master of Arts [MA] degree. In addition, course revisions include 13 new ARTS courses. Minimum total credit hours to program completion are 32. Effective Fall 2018 pending final approval.**

Associate Dean Stillings moved for approval of the item, which was seconded by Associate Dean William T. Willoughby.

Dean John R. Crawford-Spinelli presented that the proposal is a change in structure of two of the graduate programs in the School of Art, it is not a change in degree but a change in the name of it. The purpose of the change is a streamlining and simplification of the programs that will better reflect what is going on in the field as well as what is being recommended by their accrediting body.

An EPC member asked about the 13 new courses that are part of the proposal as well and that seems like a rather big change. Associate Dean Stillings responded that the curriculum committee took all of the independent study courses and the individual investigation courses and turned them into specific discipline variable credit studio courses. These changes were made in reaction to feedback from the accreditor as well as from Curriculum Services that was not comfortable with a degree program consisting of an individual investigation curriculum.

With no additional questions, the item passed unanimously.

Provost Diacon proposed that the remaining Graduate EPC action items for the Department of Biological Sciences be grouped for discussion and voting as items 2 and 3, items 4 and 5 and items 6 and 7 as each group is for the same program with one item being for the Master of Science degree and the other item being for the Doctor of Philosophy degree. With no objections, Provost Diacon proceeded with calling for a motion to discuss items 2 and 3.

**Graduate EPC Action Item 2: Revision of name and course requirements for the Biological Sciences–Cell Biology [CELL] major within the Master of Science [MS] degree. Revised name is Biological Sciences–Cell Biology and Molecular Genetics [BSCM]. Revision includes requiring BSCI 60184 and adding BSCI 50142, BSCI 50143, BSCI 60103 and BSCI 60144 as required. Minimum total credit hours to program completion are unchanged at 32. Effective Fall 2018.**

**Graduate EPC Action Item 3: Revision of name and course requirements for the Biological Sciences–Cell Biology [CELL] major within the Doctor of Philosophy [PhD] degree. Revised name is Biological Sciences–Cell Biology and Molecular Genetics [BSCM]. Revision includes requiring BSCI 70184 as required and adding BSCI 70103, BSCI 70142, BSCI 70143, and BSCI 70144 as required. Minimum total credit hours to program completion are unchanged at 60. Effective Fall 2018.**

Associate Dean I. Richmond Nettey motioned for approval of the item, and was seconded by Assistant Professor Mary A. Mooney.

Dean James L. Blank deferred to Associate Dean Mary Ann Haley to present the items. Associate Dean Haley stated that the department has gone through a systematic review of their programs and are updating to more common terminology in the field. They are also updating the discipline and in some cases, regularizing the curriculum as well, which is also part of the proposals. Courses that are routinely recommended to be taken by students are now specifically required for the program.

Executive Director Tillett asked why they are keeping the name biological sciences in front of all of the majors. Associate Dean Haley responded that to her knowledge that wasn't part of the major name and that Master of Science or Doctor of Philosophy appeared before the major name. Executive Director Tillett explained that was not the case and for the new names, the major name will start with "Biological Sciences –" and then have the rest of the program name. She also explained that since the major title is so long, that it will be truncated and only a portion of the title will appear on a student's transcripts. Associate Dean Haley replied that it may be a historic remnant from when all of the majors originated in the department of biological sciences and she does not see a problem with dropping that from the proposal.

Chair Smith questioned dropping biological sciences from the proposal as it has not gone through the process and she is uncomfortable with just removing it. Senior Associate Provost Tankersley stated that she doesn't want to hold up the proposals when it doesn't appear that they intended to have biological sciences in the major name. Chair Smith stated that it cannot be determined that it was not intended because it is written in the proposals. Senior Associate Provost Tankersley stated to go forward with the proposals (items 2 through 7) as they are written and to vote on them as written. She stated that Executive Director Tillett will consult with the appropriate people to put through a change, if wanted, so that the major name appears without biological sciences.

Members did not have any additional questions or discussions; and the item passed unanimously.

**Graduate EPC Action Item 4: Revision of name and course requirements for the Biological Sciences–Ecology [ECOL] major within the Master of Science [MS] degree. Revised name is Biological Sciences–Ecology and Evolutionary Biology [BSEE]. Revision includes requiring BSCI 60184 and adding BSCI 60103 as required. Minimum total credit hours to program completion are unchanged at 32. Effective Fall 2018.**

**Graduate EPC Action Item 5: Revision of name and course requirements for the Biological Sciences–Ecology [ECOL] major within the Doctor of Philosophy [PhD] degree. Revised name is Biological Sciences–Ecology and Evolutionary Biology [BSEE]. Revision includes requiring BSCI 70184 as required and adding BSCI 70103 as required. Minimum total credit hours to program completion are unchanged at 60. Effective Fall 2018.**

Associate Dean Nettey moved for approval of the item, which was seconded by Associate Dean Wendy A. Umberger.

Associate Dean Haley stated the department is updating to more common terminology in the field, as well as the discipline and in some cases, regularizing the curriculum, which is also part of the proposals. Courses that have been routinely recommended to be taken by students are now specifically required for the program.

Members did not have any questions, and the item passed unanimously.

**Graduate EPC Action Item 6: Revision of name and course requirements for the Biological Sciences – Physiology [PSIO] major within the Master of Science [MS] degree. Revision name is Biological Sciences – Integrative Physiology and Neurobiology [BSPN]. Revision includes requiring BSCI 60184 and adding BSCI 60103 and BSCI 60491 as required. Minimum total credit hours to program completion are unchanged at 32. Effective Fall 2018.**

**Graduate EPC Action Item 7: Revision of name and course requirements for the Biological Sciences – Physiology [PSIO] major within the Doctor of Philosophy [PhD] degree. Revised name is Biological Sciences – Integrative Physiology and Neurobiology [BSPN]. Revision includes requiring BSCI 70184 and adding BSCI 70103 and BSCI 70491 as required. Minimum total credit hours to program completion are unchanged at 60. Effective Fall 2018.**

Assistant Professor Mooney moved for approval of the item, which was seconded by Associate Dean Willoughby.

Associate Dean Haley again stated that the department is updating to more common terminology in the field as well as regularizing some of the curriculum as previously stated.

Members did not have any questions, and the item passed unanimously.

Provost Diacon reviewed, per meeting custom, that Information Items or Lesser Action Items typically are not discussed or voted on unless someone wishes to do so. He asked the committee if there were any questions or comments for the remaining items on the Graduate EPC agenda. With no questions or discussion presented, Provost Diacon excused the members of the graduate committee.

**Undergraduate EPC Action Item 1: Establishment of a Mechanical Engineering Technology [MERT] major within the Bachelor of Science [BS] degree, to be offered at Kent Campus. The major replaces the Mechanical Engineering Technology concentration within the Applied Engineering major. Minimum total credit hours to program completion are 120. Effective Fall 2018 pending final approval.**

Professor Simon Song motion for approval of the item was seconded by Interim Dean Robert G. Sines, Jr.

Interim Dean Sines explained that the reasoning behind making this concentration into its own major is because it presently does not meet the requirements for a concentration in a degree. The proposal is to establish a new major in a bachelor of science degree as the college is changing its focus to more engineering bachelor of science degrees.

An EPC member asked a question in regards to the three items being presented by the College of Aeronautics and Engineering. The member asked why two of the new majors have the word

technology in the title and there is one that does not. Assistant Professor Darwin L. Boyd responded that the programs are different and it has to do that they receive different portions of ABET accreditation. Provost Diacon asked if it also reflected the amount of calculus that is required in which Interim AET Program Director Jackie A. Ruller confirmed that. She stated that the technology programs require higher levels of and more math while the engineering program requires slightly less math but has more hands on experience. The EPC member asked if students will understand these distinctions. Interim Dean Sines replied yes and that these programs are similar to their Aerospace Engineering program and Aeronautical Systems Engineering Technology program and that it is very standard as far as ABET accreditation.

Members did not have any questions, and the item passed unanimously.

**Undergraduate EPC Action Item 2: Establishment of a Mechatronics Engineering [MENG] major within the Bachelor of Science [BS] degree, to be offered at the Kent Campus. Minimum total credit hours to program completion are 121. Effective Fall 2018 pending final approval.**

Professor Edward Dauterich's motion for approval of the item was seconded by Dean Alemagno.

Interim Dean Sines stated that if the item is approved, this will be the second pure engineering degree at Kent State and that there are very few of the programs offered in the United States. There is a great demand for this type of engineering degree.

An EPC member asked what exactly is mechatronics engineering. Assistant Professor Boyd replied that mechatronics in general originally combined mechanical and electronics and it bridged the gap. It usually now is mechanical, electrical or electronics, control and computer engineering. Interim Dean Sines explained that it covers all of those pieces. Another EPC member asked for an example as a follow up to the previous question. Interim Dean Sines replied that an ATM machine is an example or any robot incorporates mechatronics engineering. Provost Diacon asked if the program would be ABET accredited in which Interim Dean Sines said yes and that they would be seeking that.

Members did not have any additional questions, and the item passed unanimously.

**Undergraduate EPC Action Item 3: Establishment of a Mechatronics Engineering Technology [MCET] major within the Bachelor of Science [BS] degree, to be offered at the Kent Campus. The major replaces the Mechatronics concentration within the Applied Engineering major. Minimum total credit hours to program completion are 120. Effective Fall 2018 pending final approval.**

Professor Song motion for approval of the item was seconded by Associate Dean Willoughby (representing Dean Mark S. Mistur).

Interim Dean Sines explained that this concentration presently does not meet the requirements for a concentration in a degree either and the proposal is to establish a new major in a bachelor of science degree.

Members had no questions and the item passed unanimously.

**Undergraduate EPC Action Item 4: Revision of name for the Computer Technology [COMT] major within the Associate of Applied Business [AAB] degree. The revised name will be Information Technology [IT]. In addition, the course subject for computer technology courses is revised, from COMT to IT. The program is offered fully online and on-ground at the Ashtabula, East Liverpool, Geauga, Salem, Trumbull and Tuscarawas campuses, and at the Twinsburg Regional Academic Center. Effective Fall 2018.**

Dean Alemagno's motion for approval of the item was seconded by Dean Amy L. Reynolds.

Interim Dean Nathan Ritchey deferred to Associate Professor Larry G. Froehlich to present the items. As the computer technology program has evolved, there has been great success with graduates in the Associate of Applied Business degree. The proposed name change is to better reflect the skills that are being provided to students and the jobs that students are obtaining after graduation in the field of information technology.

An EPC member asked if it would be better to keep a broader term for the program such as computer technology instead of being more narrow and specific with information technology. Associate Professor William C. Ward responded that frequently when students come in to Kent State and they want to do something with computers they go in to computer science. This program is not a computer science program and the students in this program are technicians that are working out in businesses and industries fixing computers and not writing software. The types of jobs students are looking at are more information technology type specific jobs, so this name change will help to better define the program away from computer science. Lecturer Shelley K. Marshall added that IT is an industry standard term and students understand the field that they are going in to. She also added that computer technology is a much broader term than the curriculum that is being offered in this program.

Members did not have any additional questions, and the item passed unanimously.

**Undergraduate EPC Action Item 5: Establishment of an Information Technology [IT] major within the Bachelor of Science in Information Technology [BSIT] degree. The proposed program replaces five computer technology concentrations within the Technical and Applied Studies major. The program will be offered fully online and hybrid online/on-ground at all seven regional campuses and the Twinsburg Regional Academic Center. The Trumbull Campus will be the admitting campus for first-time applicants to the online program. The major will comprise six concentrations: Networking [NET], Internet/Multimedia [INMM], Application Development [ADEV], Health Information Technology [HIT], Integrated Information Technology [IIT] and Applied Computer Security and Forensics [ACSF]. Minimum total credit hours to program completion are 120. Effective Fall 2018 pending final approval.**

Assistant Professor Jennifer M. Cunningham moved for approval of the item, which was seconded by Professor Dauterich.

Associate Professor Froehlich stated that based on the success that students have had with the five concentrations in the Bachelor of Technical and Applied Studies [BTAS], with over 220 graduates within the computer technology concentrations, the proposal is for a Bachelor of Science in Information Technology [BSIT] with hopes to elevate that.

Members had no questions and the item passed unanimously.



**Undergraduate EPC Action Item 6: Inactivation of the Legal Assisting Technology [LEGT] major within the Associate of Applied Science [AAS] degree on the East Liverpool Campus. The program has had no enrollment for several years, and there are no faculty associated with the program on the campus. The program is and will continue to be offered at the Trumbull Campus. Effective Fall 2018.**

Interim Dean Sines moved for approval of the item, and the motion was seconded by Dean Reynolds.

Associate Professor Froehlich explained that the East Liverpool Campus has not been able to staff or offer courses for the major for several years. The proposal is to inactivate the major at the East Liverpool Campus only and it will continue to be offered at the Trumbull Campus.

Members had no questions and the item passed unanimously.

**Undergraduate EPC Action Item 7: Establishment of a Peace Officers Training Academy [C152] technical certificate, to be offered at the Kent and Trumbull campuses. Only students accepted to the Kent State Basic Peace Officer Training Academy will be able to declare the certificate. Four courses – POTA 11001, POTA 11002, POTA 11003, POTA 11004 – will be established for the certificate. Minimum total credit hours to program completion are 22. Effective Fall 2018 pending final approval.**

Dean Reynolds' motion for approval of the item was seconded by Dean Alemagno.

Associate Professor Froehlich stated that the Kent and Trumbull campuses have offered a Police Academy for a number of years and students have been very successful, however, students have never received university credit upon completion. To the advantage of the student, the proposal is to establish four courses for students to take in addition to the Police Academy for a total of 22 credit hours. At the completion of the program, students will receive a certificate to acknowledge their completion from the state of Ohio and they will also be eligible to receive a certificate of completion with 22 hours of academic credit. This proposal will also allow Police Academy students to be eligible for financial aid.

Chair Smith voiced a concern on behalf of EPC member Professor Susan Roxburgh, who was not present, concerning a letter that was submitted with this proposal on behalf of the Sociology department stating that there was no encroachment. Her concern is that neither their FAC nor curricular committee were consulted about this proposal and Chair Smith has problems with a director signing off on encroachment issues without actually consulting the faculty of the department. Associate Professor Froehlich responded they have been in conversations with Academic Department Chairperson Richard T. Serpe of Sociology as well as Associate Professor Deirdre M. Warren of Sociology who teaches criminal justice courses at the Stark campus. Chair Smith said her concern is that the Sociology department faculty nor the curricular committee were aware of this proposal. Provost Diacon asked what constitutes a technical certificate and what that means as well as wanting to confirm that it allows a student to apply for financial aid. Associate Professor Froehlich answered that students would be dual-enrolled. They would be enrolled in the Police Academy as well as a Kent State student and upon successful completion of the Police Academy, they would receive 22 credit hours and as a Kent State student in a certificate program they would be allowed to apply for financial aid. Executive Director Tillett explained that a couple of years ago, the state of Ohio reclassified certificates and created a technical category with specific

criteria attached to it. A technical certificate has to lead to an industry recognized credential that tends to not have coursework that is offered in part of another degree program and it typically has to have a specific number of clock hours required for it. This will be Kent State's first technical certificate as it leads to an industry recognized credential that will be recognized by the state of Ohio. She also stated that there are more than normal approvals that are needed in order to offer this certificate; beyond internal approvals, approval will be needed by the state of Ohio, the Higher Learning Commission and the U.S. Department of Education and Financial Aid.

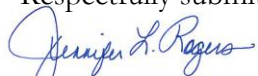
An EPC member asked who will be teaching these courses if they are not going through a department. Associate Professor Froehlich replied that Sociology faculty will be teaching the CRIM courses in the degree and Police Academy instructors will be teaching the other courses that are part of their program including the new POTA courses. Assistant Dean Daniel E. Palmer explained that currently, the Police Academy has their own instructors that are hired on a per diem basis but once the proposal is approved, the instructors would have to be vetted and approved on the academic side by the Regional College.

Chair Smith wanted to make a general comment that it will be extremely important going forward that when an administrator of any sort, writes a letter of support or a letter of no encroachment, that they explicitly say that they have consulted with the appropriate faculty body of the unit that they represent and if the faculty body has concerns, those concerns need to be included in the letter. She feels that if this is not done, when a proposal is presented to Faculty Senate, it will cause a delay when faculty in those units will object at that point. Senior Associate Provost Tankersley asked where should this information be taken in order to have it addressed. Chair Smith said that Chairs and Directors would be a good place to start.

Members did not have any additional questions or discussions; and the item passed unanimously.

With no requests for additional discussion, Provost Diacon adjourned the meeting at 4:26 p.m.

Respectfully submitted,



Jennifer L. Rogers  
Administrative Secretary, Curriculum Services  
Office of the Provost