



Meeting Minutes
Monday, 22 January 2024
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Leadership present: Chair Edward Dauterich; Secretaries Therese E. Tillett, Joanna Liedel, Jennifer S. Kellogg, Amy Nuesch, Kristi M. Kamis, Christa N. Ord

Administrators present: Associate Provost Manfred H. van Dulmen; Deans Sonia A. Alemagno, Versie Johnson-Mallard

Faculty present: Professors Saiying Deng, Greta Polites, Athena Salaba, Tiffany Taylor; Associate Professors Ali Abdul-Aziz, Brian R. Barber, Jillian S. Coorey, Vanessa J. Earp, Michael J. Ensley, Michael R. Fisch, Dandan Liu, Abe G. Osbourne, JD Ponder, Catherine Smith, Jonathan F. Swoboda, Christopher W. Totten; Assistant Professor Bethany G. Lanese; Senior Lecturers Tracy A. Laux, Jennifer R. Metheney; Associate Lecturer Shelley K. Marshall; Lecturers Kristy Jacobson, Olivia Krise

Faculty not present: Associate Professors Simon Adamtey, Dandan Liu

Students present: Chukwudi Nwoko

Guests: Susan Augustine, Michael Beam, J.R. Campbell, Alicia Crowe, Chris Dorsten, Susan Emens, James Hannon, Meghan Harper, Eric Kildow, Rebecca Meehan, Matthew Minichillo, Liz Piatt, Christa Porter, Matthew Rollyson, Drew R. Sellers, Hollie Simpson, Alison Smith, Kathleen Spicer, Deirdre Warren, Cathy Zingrone, Melissa Zullo

Chair Dauterich called the meeting to order at 3:20p.m., on Monday, 22 January 2024, via Microsoft Teams.

I. Approval of Minutes

A. Meeting on 4 December 2023

Associate Lecturer Marshall made a motion to approve, and Associate Professor Barber seconded the motion.

With no questions, comments or corrections the minutes passed unanimously.

II. Program Proposals Review

A. Action Items

Ambassador Crawford College of Business and Entrepreneurship

Department of Accounting

1. Accounting Fundamentals – Graduate Certificate—Establish certificate (*fall 2024*)

[VIEW THE DISCUSSION](#)

Associate Professor Sellers stated that the department has a Master of Science in Accounting. Typically, people that pursue that degree have a bachelor's in accounting. The department is seeing a shortage of accountants. There is a trend for people who do not have a bachelor's in accounting wanting the master's in accounting for credentials and reposition themselves for a different career. The problem is that people do not necessarily have the prerequisite knowledge they need. Previously, students would take the undergraduate accounting courses as a prerequisite. That does not work anymore, because the master's program moved online. The proposal is to include four new graduate courses with the prerequisite knowledge. The courses will also be offered in a certificate and in the accounting concentration in the MBA.

Chair Dauterich asked what the expected demand is for the certificate.

Associate Professor Sellers stated that they believe about 15 students.

Associate Lecturer Marshall asked if the courses will be enrolled with students in the major also or only the students needing the prerequisite, in the certificate or in the MBA concentration.

Associate Professor Sellers said, only those students. The students in the MSA major will not need these courses.

Associate Lecturer Marshall asked to confirm that there was no need for new faculty for the courses.

Associate Professor Sellers said no there is faculty. They may have an adjunct teach the tax course if necessary.

Associate Professor Ponder asked often ACCT 53001 will be offered since it is a pre/corequisite for three of the courses listed.

Associate Professor Sellers said the course is an introduction course that gives students tools for the rest of the courses. So, that one would need to come first. It can either be a standalone course or corequisite.

With no further comments or questions, the item passed unanimously.

College of Communication and Information**2. Applied Media – B.A.—Establish major (*fall 2024*)**[VIEW THE DISCUSSION](#) OR [VIEW THE PRESENTATION](#)

Associate Professor Smith stated that the colleges came to other colleges with completter degrees early in the semester and talked to all College of Communication and Information (CCI) schools. They discussed the need for a completter degree that would acknowledge students who have completed most of their school program in CCI. The initial proposal came to EPC in November. This program is in response to the large number of people in the U.S. who have spent a lot of money on education, but have not completed their degrees. 1.5 million people in Ohio and approximately 20 seniors in CCI every year leave without graduating. The college would like to give them more options and have some other objectives with this new degree. This is also in

response to President Diacon's idea that stranded credits can be unlocked. Additionally, the college wants to accommodate students who may have trouble facing some sort of curricular or personal challenge that makes it difficult for them to complete a full degree. The college also designed the degree in such a way that it will not harm existing degrees in any way. Admissions is selective. Students who are able to apply must be officially declared major in CCI and earned a minimum 90 credit hours, of which either 12 earned credit hours or 18 earned and in-progress credit hours are in the course subjects CCI, EMAT, JMC, LIS, MDJ, UX, UXD or VCD. The degree cannot be used as a double major and it cannot be used as an additional bachelor's degree in the future for any student who graduates. The learning outcomes are focused on standards and the ability to analyze and solve problems within CCI fields, the ability to critique work that has been developed in those various fields and the ability to articulate the value of something that is interdisciplinary in terms of collaboration. From feedback, the college plans to communicate to current and prior students thoughtfully about the program name, description, outcomes and admission requirements so that the college is talked with students most likely able to take full advantage of this program in the spring. The college will also work with administrative offices on reports around earned credit hours, courses, complete course modalities and so forth for students who have applied, been accepts, stopped out or graduated from the program.

With no questions, comments or concerns, the item passed unanimously.

School of Information

3. Medical Librarianship – Graduate Certificate—Establish certificate (*fall 2024*)

[VIEW THE DISCUSSION](#)

School director, Meghan Harper, said the school is proposing a post-graduate medical librarian certificate. This comes after the successful launch of the medical librarianship concentration with the Master of Library and Information Science (M.L.I.S.) degree. The school has been asked by the Ohio Health Sciences Library Association to create a program specialized in medical librarianship. Since it is a specialized area, it is the only program in Ohio. The certificate is post-graduate, so it requires a prior master's degree in library and information science. The school met with several representatives from Cleveland Clinic, the James Rhodes Cancer Center and members from the Occupational Safety and Health Administration (OSHA) to develop the curriculum. The curriculum is the same as the concentration. The certificate is for those who have earned an M.L.I.S. or want to transition into a medical librarian, health sciences librarian or physician. The certificate is 100% online and the courses already exist. The certificate is 12 credit hours. An additional benefit is that two of the courses have received approval from the Medical Library Association (MLA) to obtain Consumer Health Information Specialization (CHIS). If students take the two classes in the program, they will also qualify to receive this credit from MLA. There are two required courses in consumer health information and three, one-credit hour courses which provide them specialized information and knowledge in working in health sciences library environments. Students can also choose an elective.

Secretary Tillett said, assuming students want to finish within a year or even a semester, will all electives be offered within the same semester or within the same academic year to enable them to earn the certificate.

Director Harper said, yes, most of the courses are offered at least once a year.

Secretary Tillett asked for clarification that students would be able to earn the certificate within two semesters.

Director Harper said, yes.

Associate Lecturer Marshall asked if this certificate would be eligible for federal financial aid.

Secretary Tillett said, yes. To be eligible for federal financial aid, at the graduate level, the certificate needs a minimum of eight credit hours. The process for eligibility for federal financial aid takes longer than the curriculum process to approve the certificate. It sometimes takes up to six months.

With no further questions or comments, the item passed unanimously.

College of Public Health

4. Biostatistics – M.P.H.—Establish certificate (*fall 2024*)

[VIEW THE DISCUSSION](#)

Associate Dean Zullo stated that the proposal is to elevate the current concentration to an M.P.H. degree. There are no course changes. The concentration has been in existence since the college was formed. It is offered on ground and students can take some courses virtually. It is 46 credit hours with five broad courses in public health and two higher-level courses in epidemiology and three additional courses in biostatistics. Students will also complete three electives which can be taken inside or outside of the college. The elevation of the concentrations will allow the degrees to be STEM designated. It is good for international students and the community partners who employ them after graduation, because it allows them to have two years of Optional Practical Training (OPT). Community partners have indicated that this provides the graduates with enough training to be able to use what they learn here, in their own countries or in a sponsored job here in the United States. This is also good for the domestic students. The college found that some of the students reported not getting a higher salary when they started their positions because it was not STEM designated. The college has had some students leave the program for another university when they realize the M.P.H. with concentrations is not STEM designated. Also, other students have transferred into the M.S. in Clinical Epidemiology, even if it is not what they are interested in, because it is the only STEM designated degree in the college.

With no questions, comments or concerns, the item passed unanimously.

5. Epidemiology – M.P.H.

[VIEW THE DISCUSSION](#)

Associate Dean Zullo explained that the M.P.H. in Epidemiology is also an elevated concentration. It has the same issues and program history as the Biostatistics concentration. The program is offered on ground, hybrid and 100% online. It has 46 credit hours with five courses in public health, four higher-level courses in content-specific courses in epidemiology and one additional course in biostatistics. Students will also complete four electives inside or outside of the college and a practical experience in public health. These students tend to go to health departments, local agencies or hospitals where they are working on secondary data analysis.

Secretary Tillett asked if there is any anticipation of losing some students from the public health or clinical epidemiology programs.

Associate Dean Zullo explained that they have different focus areas. There is some content overlap in the first two semesters, but then they differentiate from each other. The M.S. has fewer credit hours. Those students really want to work in research in a hospital during clinical trials, research or at pharmaceutical companies. The M.S. will probably lose the students that have typically switched from the M.P.H. to the M.S. in the past that they should not have had in the first place since it was not their interest area. The college is unsure if it will impact some of the international applicants that have already applied to the M.S. in Clinical Epidemiology, but they will probably see a slight decrease.

Secretary Tillett asked for clarification that the college would not be losing students overall, but moving from one program to another.

Associate Dean Zullo said they expect to see an increase in students, particularly international applicants.

Secretary Tillett asked, since the M.S. in Clinical Epidemiology used to be 100% online only if they might go back to that.

Associate Dean Zullo said students can still do online or hybrid.

With no further questions, comments or concerns, the item passed unanimously.

C. Lesser Action Items—Course Changes (*fall 2024*)

College of Aeronautics and Engineering

67. ENGR 50092 Industrial Practice

Secretary Tillett said the course proposal has been withdrawn.

VII. Next Meeting:

Monday, 29 January 2024

With no other comments or questions, Chair Dauterich concluded the meeting at 3:59p.m.

Respectfully Submitted,



Christa N. Ord

Operations and Special Projects Coordinator, Curriculum Services
Office of the Provost