



**Educational Policies Council
Minutes of the Meeting
Monday, 20 August 2018**

Ex-Officio Members present (or represented): Provost Todd A. Diacon; Faculty Senate Chair Pamela E. Grimm, Senior Associate Provost Melody J. Tankersley; Deans Sonia A. Alemagno, Barbara A. Broome, Kenneth J. Burhanna, John R. Crawford-Spinelli, James C. Hannon, Amy Reynolds, Nathan Ritchey; Associate Deans Cathy L. DuBois, Mary Ann Haley (representing Dean James L. Blank), Vincent J. Hetherington, Miriam L. Matteson, Stephen A. Mitchell, I. Richmond Nettey (representing both himself and Dean Christina L. Bloebaum), Cynthia Stillings (representing both herself and John R. Crawford-Spinelli), Wendy A. Umberger, Manfred H. Van Dulmen, William T. Willoughby; Assistant Dean Kara L. Robinson; Associate Professor Pamela K. Evans (representing Dean Mark S. Mistur); Director Frank S. Congin (representing Alison J. Smith)

Ex-officio Members not present (or not represented): Deans Eboni J. Pringle, Deborah F. Spake

Faculty Senate-Appointed Representatives present (or represented): Professors Edward Dauterich, Darci L. Kracht, Robert J. Twieg; Associate Professors Jennifer M. Cunningham, Vanessa J. Earp

Faculty Senate-Appointed Representatives not present (or not represented): Professors Christopher J. Fenk, Susan Roxburgh, Donald L. White; Associate Professor Albert L. Ingram; Assistant Professor Vinay K. Cheruvu

Council Representatives present (or represented): Professors Michael W. Chunn (represented by Jonathan Swoboda), Richard L. Mangrum, Said M. Shiyab; Associate Professors Pamela K. Evans, Rachel E. Johnson, Jonathan F. Swoboda (representing himself and Professor Michael W. Chunn); Assistant Professors Lindsay C. Baran, James D. (Derek) Kingsley, Amy B. Petrines

Council Representatives not present (or not represented): Professors Shin-Min (Simon) Song, Jonathan B. VanGeest; Associate Professors Jillian S. Coorey, Jan C. Leach, Denise M. McEnroe-Petite, Jayaram (Jay) Muthuswamy, Robert D. Sturr, Melissa D. Zullo; Assistant Professor Insook Kim; Lecturer Mary F. Kutchin

Observers not present: Undergraduate EPC Representative Lauren Oswald, Graduate EPC Representative Antonina Pakholkova Mohamed

Consultants and Guests present: Susan M. Augustine, Tina Bharagava, Aimee J. Bell, Ivan Bernal, Alicia R. Crowe, Ernest J. Freeman, Larry G. Froehlich, Mary Ann Haley, Meghan Harper, Rich Minor, Dan Palmer, Johanna E. Pionke, Amy Quillin, Gail M. Rebata, Matthew Rollyson, Hollie B. Simpson, Linnea C. Stafford, Therese E. Tillett, Mary G. Wilson, Catherine M. Zingrone

Provost Todd A. Diacon called the meeting to order at 3:22p.m., on Monday, 20 August 2018, in the Governance Chambers of the Kent State Student Center.

Joint EPC Action Item 1: Approval of 16 April 2018 meeting minutes.

Senior Associate Dean Vincent J. Hetherington moved for approval of the minutes, seconded by Professor Edward Dauterich. No changes, corrections or clarifications were requested. The motion to approve passed unanimously.

Joint EPC Action Item 2: Revision of the administrative policy regarding class attendance and class absence (3341-3-01.2).

Dean Sonia A. Alemagno moved the item for approval, seconded by Professor Darci L. Kracht.

Amy Quillin, student ombuds, stated that the class attendance and absence policy explains the roles and rights of students and faculty relative to class attendance and absence. She expanded that it identifies general categories that the department asks faculty members to consider as legitimate excuses. This would include university-sponsored activities, disability-related issues, medical illness and injuries, religious observances and military service. In regards to medical illness and injury, the policy is vague and not explanatory. Ombuds Quillin explained that the purpose of the revision is to provide structure for faculty to determine if the excuse is legitimate. She stated that the form, does not ask for any diagnosis, treatment, billing information or anything else that would violate HIPAA. She said that the committee that reviewed this revision comprised representatives from office of student accessibility services, athletics, legal counsel and interim health center.

An EPC member asked for clarification of observed religious holidays. The member recounted that she had a student claim that his religion required him to miss the whole week of Thanksgiving. She asked if there was any thought on clarifying what constitutes as a legitimate religious observance.

Ombuds Quillin said that she had not encountered that concern on a frequent basis, but there is a section in the policy that states that if a student or faculty member has concerns about excessive absences, that they can contact her office. Another EPC member added that the policy does discuss religious observance, but that it does not go into detail.

Provost Diacon followed to clarify that the point of the question was that students cannot fabricate a holiday to have a day off. He also stated that he believed it could be dealt with on a case by case basis.

Senior Associate Provost Melody J. Tankersley stated that some organizations have put out information about their major holidays and the type of observations. She informed members that a document came out from Hillel that she believes went to all faculty concerning holidays and observances. If they did not receive it, she will find it and have it sent to the members.

Another EPC member stated that the College of Podiatric Medicine has their own system. He said that students who are in rotations cannot miss two weeks and expect to get credit. He furthered his statement that due to the national scheduling, it is just not very flexible. He asked how the policy will affect that college.

Ombuds Quillin responded that she did not know that it would. She stated that the revision was to clarify that students are expected to provide medical verification from their provider. She gave an example that medical verification could be a minute clinic receipt.

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

Joint EPC Information Item 1: Revision to the 2019-2020 academic calendar to observe the 50th anniversary of the events of 4 May 1970 (Remembrance Day).

Provost Diacon noted the revision of the 2019-2020 academic calendar due to the observance of the 50th commemoration of the May 4th shootings. He explained that May 4th 2020 falls on a Monday, and the plan is to not have final exams that day, nor the Saturday before, because the Kent Campus will be crowded with national media from Friday to Monday. He expanded that the plan is to not hold final exams Saturday, May 2nd and Monday, May 4th, and that final exam week will be extended to end one day later. Provost Diacon clarified that this revision applies to all campuses; not just the Kent Campus.

Graduate EPC Action Item 1: Revision of name, admission and course requirements for the Biomedical Sciences—Biological Anthropology [BANT] major within the Doctor of Philosophy [PHD] degree.

Associate Dean Stephen A. Mitchell made a motion to approve the item, and Associate Dean I. Richmond Nettey seconded.

School Director Ernest Freeman stated that the revision was primarily driven by the faculty in the Department of Anthropology as they reassess the program and its fit within the current setting. He explained that the rationale for the major name change is to more accurately reflect the content and specialization and discipline—human evolution has always been the central unifying theme. He said that the revision more accurately reflects the coursework and research expected of those Ph.D. students. Director Freeman furthered that it also creates greater flexibility for students in the job market allowing them to look outside of the traditional anthropology discipline. He stated that the curriculum changes faculty proposed reduce the number of formal course credit hours from 35 to 30 to more closely align with the expectations of comparable Ph.D. programs. In addition, he said that the majority of the students in the Ph.D. program are acquiring their master's degree. Director Freeman expanded that they have included some core courses in introductory seminar series and sciences. He concluded his statements by saying that students take responsible conduct in research and the additional graduate courses in biological anthropology, cell molecular biology and human gross anatomy.

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

Graduate EPC Action Item 2: Establishment of a School Library-Media K-12 [SLMK] major within the Master of Library and Information Science [MLIS] degree, to be offered online only.

Assistant Dean Kara L. Robinson moved to approve, and Professor Robert J. Twieg seconded.

Program Coordinator Meghan Harper explained that the program currently exists as a concentration. Meghan recognized that the recommendation came from Therese Tillett and stated that they made the change so that they would be in compliance with the rules for the concentration. She stated that they have to respond to several different accrediting bodies, including Council for Accreditation of Educator Preparation, the American Library Association, in addition to Ohio Department of Education. Separating the program to be a major will allow them greater flexibility in meeting accreditation requirements. She clarified that there are no changes in the course requirements.

With no questions or comments, EPC members passed the item unanimously.

Provost Diacon asked if any EPC Graduate Council member would like to discuss any graduate lesser item or action item. Hearing no response, Provost Diacon moved to the undergraduate agenda.

Undergraduate EPC Action Item 1: Establishment of an Actuarial Mathematics [AMAT] major within the Bachelor of Science [BS] degree, to be offered at the Kent Campus.

Professor Edward Dauterich made a motion to approve the item, and Interim Dean Kenneth J. Burhanna seconded the motion.

Professor Darci L. Kracht stated that the program, since 2009, has been the concentration in the mathematics major. She said that the department was asked to consider making this into a major, because they are out of compliance with the rules for concentration. She expanded that there was not enough overlap. A lot of changes were made in the program last year. Professor Kracht explained that the only change in the program, other than changing it from a concentration into a major, would be the addition of a communication course as one of the requirements. She stated that students used to have to take COMM 15000 as a prerequisite for one of the finance courses and that it was an oversight that they did not have it in last year. Professor Kracht said that the program is successful; by changing it into a major, the department hopes to raise the profile of it and attract more students. She said that faculty have good relationships with employers in the area, and students secure internships and jobs in companies such as Progressive, Erie Insurance.

Provost Diacon asked for clarification on the definition of actuarial mathematics. Professor Kracht replied that actuarial mathematics is the analysis of risk. Typically, actuaries work in the insurance industry. She said they might price policies for life insurance and may look at expected life and the value of a policy upon death. Actuarial mathematics brings together probability, statistics and financial mathematics. Professor Kracht expanded that the program is interdisciplinary with courses in finance, economics, computer science and communications. She noted that actuarial mathematics is always listed in the top of 10 best careers.

EPC members did not have any questions or comments and passed the item unanimously.

Undergraduate EPC Action Item 2: Establishment of the Criminology and Justice Studies [CRJU] major within the Associate of Applied Science [AAS] degree, to be offered fully online and on-ground at the Ashtabula, East Liverpool, Geauga, Salem, Stark, Trumbull and Tuscarawas campuses, and the Regional Academic Center in Twinsburg.

Associate Professor Vanessa J. Earp motioned to approve, and Dean Sonia A. Alemagno seconded.

College Special Assistant Larry Froehlich said the proposed program will give students an opportunity to matriculate into the Bachelor of Arts degree in Criminology and Justice Studies. It also gives the students in the Police Academy the opportunity to pursue a degree. The Regional College collaborated and coordinated with the Department of Sociology on the program's development.

EPC members did not have any questions or comments and passed the item unanimously.

Undergraduate EPC Information Item 1: Implementation of a new articulation agreement process (transfer pathways) with community colleges.

Director Johanna Pionke stated that the Office of ACAA has streamlined the articulation agreements and worked with partnering institutions to sign overarching pathway agreements. She explained that these agreements would contain the legal information that Kent State had prior in the articulation agreements. Director Pionke expanded that this will allow them to not have to go back for additional signatures every time they create a new pathway. She stated that all of the pathways come through her office and are vetted fully through the Credit Transfer office and the program's academic unit. She said that they are also being more strategic in terms of the pathways looking at data, data of the students that are coming in from these institutions, and the number of students graduating in different academic programs and where they are going. She clarified that they are looking at what is most beneficial for them and faculty in terms of developing those particular pathways. She informed the EPC members that they had a really big push with Cuyahoga Community College and are expanding out to Lakeland, Eastern Gateway, Stark State, Lorain County Community College, Columbus State, Belmont College and Clark State College.

Provost Diacon said that these pathways are helpful to all students at a community college who are seeking a bachelor's. With the push to have community colleges offer bachelor's degrees, these Articulation agreements can demonstrate that is not necessary by making the pathways more prevalent and clearer so that they have less of an argument that their student's needs are not being served.

EPC members did not have any questions or comments concerning this information item.

Executive Director Tillett stated that she wanted to call attention to course subject changes and especially the larger one that is the Management and Information Systems (MIS) course subject will be split to three different course subjects. She explained that this change will affect the College of Business Administration and other colleges that require these courses. She said that 300 courses will have different course subjects. Executive Director Tillett stated that the changes will be effective fall 2019 and asked EPC members to bring this to their adviser's attention to discuss with students.

With no requests for additional discussion, Provost Diacon adjourned the meeting at 3:48 p.m.

Respectfully submitted,



Christa N. Ord
Administrative Secretary, Curriculum Services
Office of the Provost