



**Educational Policies Council
Minutes of the Meeting
Monday, 18 November 2019**

Ex-Officio Members present (or represented): Interim Provost Melody J. Tankersley; Co-Chair Pamela E. Grimm; Deans Sonia A. Alemagno, James L. Blank, Christina L. Bloebaum, Barbara A. Broome, Kenneth J. Burhanna (represented by Kara Robinson), John R. Crawford-Spinelli, James C. Hannon (represented by Alicia Crowe), Eboni J. Pringle, Amy L. Reynolds (represented by Cathy Zingrone), Alison J. Smith, Cynthia R. Stillings; Associate Deans Cathy L. Dubois, Miriam L. Matteson, Babacar M'Baye, Stephen A. Mitchell, Kara L. Robinson, Wendy A. Umberger, William T. Willoughby (represented by Sara Bayramzadeh)

Ex-officio Members not present (or not represented): Deans Mark S. Mistur, Deborah F. Spake; Senior Associate Dean Vincent J. Hetherington; Associate Dean Jocelyn Harrison

Faculty Senate-Appointed Representatives present (or represented): Professors Edward Dauterich, Darci L. Kracht, Richard L. Mangrum, Robert J. Twieg, Donald L. White; Associate Professor Jeff Ciesla, Jennifer M. Cunningham

Faculty Senate-Appointed Representatives not present (or not represented): Associate Professor Ann Abraham

Council Representatives present (or represented): Professors Michael W. Chunn, Christine A. Hudak; Associate Professor Thomas W. Brewer, Matthew J. Crawford, Nadia Greenhalgh-Stanley, Ann Heiss, Derek Kingsley, Dandan Liu, Jonathan F. Swoboda; Assistant Professor Brian R. Barber, Sara Bayramzadeh, Yvonne M. Smith; Associate Lecturer Mary F. Kutchin

Council Representatives not present (or not represented): Associate Professor Ivan Bernal, Duane J. Ehredt, David B. Robins

Observers present: Morgan Stilgenbauer

Observers not present: Drake Wartman

Consultants and Guests present: Susan M. Augustine, Aimee J. Bell, Michael Carl, Alicia R. Crowe, Keiran Dunn, Larry G. Froehlich, Mary Ann Haley, Lynette Johnson, Jennifer S. Kellogg, Insook Kim, Christa Ord, Hollie B. Simpson, Elizabeth A. Sinclair, Stephanie Smith, Therese E. Tillett, Manfred H. van Dulmen, Lana K. Whitehead, Catherine M. Zingrone

Interim Provost Melody J. Tankersley called the meeting to order at 3:20p.m., on Monday, 18 November 2019, in room 306AB of the Kent State Student Center.

Joint EPC Action Item I: Minutes of meeting on 21 September 2019.

Dean James L. Blank motioned to approve the item and Professor Edward Dauterich seconded.

Corrections requested:

Move to in attendance

- Yvonne Smith
- Miriam Matteson
- Cathy Dubois

Remove from attendance

- Stephen Mitchell
- Yafen Wang

Joint EPC Action Item II: Revision of 3342-3-01.1 Administrative Policy and Procedure.

Interim Associate Provost Manfred H. van Dulmen stated that the proposal seeks to revise the administrative policies and procedures regarding academic requirements, course specifications and course offerings. Updates are to the language, clarify current procedures and making sure the practice is consistent with the current policies. Most of the changes are minor and reflect the current procedures.

Associate Dean Alicia R. Crowe made a motion to approve the item and Professor Darci L. Kracht seconded the motion.

An EPC member asked about academic requirements administrative policy 3-01.1.a.3.—"The university reserves the right to change academic requirements to keep programs in compliance with accreditation, certification, licensure or industry standards. Implementation of these changes may require that students update to a more recent catalog year." The member asked if the policy meant that all the catalog's requirements for that new catalog year would be in effect.

Therese replied that the program requirements would be in effect.

The EPC member asked if university requirements would be in effect too.

Therese responded, no. For all students, university requirements are for the catalog in effect. For example, EPC recently approved the major GPA change which is in effect for fall 19. That is in effect for all students no matter the catalog year. She explained that the catalog year refers to what is in effect for the student's program. It does not mean courses or university policies. This policy addresses when courses and policies are in effect.

The EPC member asked what would happen if there was a change in the Kent Core. The member asked if the students would be required to use the new Kent Core requirements.

Therese explained that it depends on the change. If a new course was approved for the Kent Core, it goes into effect when the student takes the course.

The EPC member asked what the implications would be if there was a change in program hour requirements.

Therese said, in a sense, it would be considered a program. If that change was effective fall 2020, that would be in effect for students in the 2020 catalog.

The EPC member asked if one of the students in the 2019 catalog was forced to change to the 2020 catalog, then they would have that new requirement as well.

Therese replied, yes. However, the likelihood of that happening is very small. The policy that was referenced happens so infrequently.

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

Joint EPC Action Item III: Establishment of a Center for Research and Innovation in Translation and Translation Technology.

Dean James L. Blank stated that the proposal is for the establishment of a Center for Research and Innovation in Translation and Translation Technology (CRITT). The Department of Modern and Classical Studies has had a long history of research and academic program translation. This center is being proposed to be formed to expand that participation in research. Michael Carl will serve to form and direct the center. Support will come from research funding and foundational support.

Associate Dean Stephen A. Mitchell motioned to approve, and Dean Eboni J. Pringle seconded.

With no questions or comments, the item passed unanimously.

Discussion Item I: Revised policy from Ohio Department of Higher Education on combined bachelor's/master's degree programs.

Dean Cynthia R. Stillings stated that the current policy is not in line with the new policy from the state. The current KSU policy will be revised and brought to EPC. The Ohio Department of Higher Education (ODHE) has revised their policy regarding the application of grad-level coursework to bachelor's/master's degrees otherwise known as "double counting." The state has given the following stipulations. The bachelor's/master's level combined programs must be approved at all levels of the curricular process. This includes the department of the college and then it will be listed as an informational item. The total number of hours counted towards the master's degree is greater than or equal to 30. All hours counted in the master's degree are graduate-level courses. The total number of unique hours required to complete the combined bachelor's/master's is greater than or equal to 141 hours. The student will be charged undergraduate tuition for any graduate hours in this combined program. The other stipulation is that the college must seek approval from the ODHE if the required number of master's credits is less than 39 (i.e. 30-38). There will be a form to fill out to include with the proposal. If the master's degree has greater than 39 hours or greater, then approval from the state is not required. A combined bachelor/master's program where the master's degree hours are 42 hours or above (MFA/BFA) may double count 12 hours.

An EPC member asked if a student in their senior year taking courses at the graduate-level they will still pay undergrad tuition and not grad.

Dean Stillings said that was correct. That is currently happening now. Undergraduate students must seek approval to take graduate courses. That form is on the graduate studies website.

Therese added that tuition is applied based on the student's level. Not the courses they are taking.

An EPC member asked about submitting annual reports on the scope of the program and student success in addition to submitting the form for approval. The member asked about the possible process.

Dean Stillings said it would be most likely tied to the annual report submitted to the state. The state is trying to make sure that students that do this are going to be successful.

An EPC member asked if the undergraduate and graduate coordinators agree which courses will double count or should they all be slashed courses.

Dean Stillings said that undergraduate students may take 50000 or 60000 level courses in accordance with this policy. Students still must have permission. How that is managed is up to the program. If there is a question of whether the course is slashed and whether they should take it at the 40000 or 50000 level is up to the student and the advisor.

Interim Provost Melody J. Tankersley added that the program must make sure that whatever graduate-level course the student is allowed to take is going to fit into the program. When the student graduates with the undergraduate degree, they should have what they need. This is especially true for licensed programs, so they meet that licensure requirement.

An EPC member asked how it is different from the current policy.

Dean Stillings explained that the current policy allows for a maximum of 12 hours to overlap. The state has clarified that and said no. It does not identify the number of hours for the master's degree. The state has said 9 and we say 12 except if it is 42 and above.

Interim Provost Tankersley stated that previously, students had to have 150 unique hours, at minimum, to have both the bachelor's and master's combined degree. The changes are saying that students can have 141 unique hours with the combined master's/bachelor's degree. The state did not allow double dipping until after 150 hours were earned. Now they are allowing for double dipping.

Therese explained that a lot of master's programs used to be 32-33 credit hours. Formerly, students could not do a combined degree bachelor's/master's or do any double dipping. Now they are able to but need to seek the state approval first.

Melody asked for clarification if an official combined bachelor's/master's program and/or an individual student seeking a combined degree need state approval.

Therese replied that there is what is called informal and formal. If the master's degree program is 38 credits or fewer and the student wants to do a combined degree program, then they must get state approval no matter what. If your master's degree is 39 credits or higher, state approval is not needed.

Dean Stillings added that it is a short form that does directly to the state.

An EPC member asked if this would be submitted by every student or completed by a department periodically.

Therese replied that it would need submitted by program. Only a one-time submission for each combination. The forms do not need to follow the curriculum deadlines. Nothing is really changing in the catalog unless something is changed in the curriculum. It is something that can be done relatively quick.

Undergraduate EPC Action Item I: Establishment of a Media Advocacy [MEDIA] minor to be offered at the Kent Campus.

Cathy Zingrone stated that the proposal requests to offer a media advocacy minor. Some key points in this minor are to provide students with opportunities to explore advocacy not only as a professional discipline, but also as an active, engaged citizenship. There are components of theoretical and applied approaches for achieving social, political and cultural change. The key is through the use of media tools and concepts, how to apply story-based strategies and understanding how media shapes decision making, public discourse and public opinion. She said they an initial course – Seminar and Media Movement – where students had hands-on experience working for an agency. Students are asking for more opportunities to do this. This proposal is an effort to respond to student's request for this. The developer of this program is Associate Professor Smith. It is an 18-hour minor, 9-hours required and 9-hours elective where students can choose from a variety of areas. Cathy explained that CCI recognized that there are departments across the university that could make this minor even richer. EHHS—Human Development and Family Studies and Adolescent and Adult Education and Arts and Sciences—Peace and Conflict Studies and Public Health were contacted, because there are courses in those areas that are offered as electives for this minor. EHHS, Arts and Sciences and Public Health support the proposal. There was only one new course that was developed, because the Seminar and Media Movements course had been offered a couple of times. It was a lot of material, so a course in media advocacy was developed to provide background skills before students begin working with client groups.

Associate Dean Alicia R. Crowe made a motion to approve, and Dean James L. Blank seconded.

With no questions or comments, the item passed unanimously.

Undergraduate EPC Action Item II: Revision of name and course requirements for the Physical Education [PEP] major within the Bachelor of Science [BS] degree.

Associate Professor Insook Kim stated that the proposal is requesting to change the program titled Physical Education Professional to Physical Education and Sports Performance. The reason for the change is to have a better title that fits the overall scope of the major. The major comprises undergraduate concentrations including Health and Physical Education licensure and PE only licensure. The proposed title Physical Education and Sports Performance would better reflect the focus of the major as a whole. The total number of credits for graduation were reduced in the Health and PE and Physical Education concentrations. Due to recent changes in the required anatomy and physiology courses from 3 to 4 credit the total number of credits for graduation in Health and PE concentration was increased from 157 to 158 by reducing one elective requirement in this concentration. In addition, adding a health education course to better prepare students for teaching health issues and education and community policy as physical education teaching. The minimum for physical education licensure remains at 120.

Professor Edward Dauterich motioned to approve the item, and Professor Darci L. Kracht seconded the motion.

With no questions or comments, the item passed unanimously.

With no requests for additional discussion, Interim Senior Associate Provost van Dulmen adjourned the meeting at 4:00pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Christa N. Ord". The signature is fluid and cursive, with the first name "Christa" being more prominent than the last name "Ord".

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