

KENT STATE UNIVERSITY

CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date

Curriculum Bulletin _____

Effective Date **Fall 2019**

Approved by EPC _____

Department **Regional College**
 College **RE - Regional College**
 Degree **AAS - Associate of Applied Science**
 Program Name **Mechanical Engineering Technology** Program Banner Code **MERT**
 Concentration(s) _____ Concentration(s) Banner Code(s) _____
 Proposal **Inactivate program**

Description of proposal:

This proposal is to inactive the Associate of Applied Science (AAS) in Mechanical Engineering Technology (MERT) at the Trumbull Campus. The program will be continued to be offered at the Tuscarawas Campus.

Does proposed revision change program's total credit hours? ☐ Yes ☒ No

Current total credit hours: _____ Proposed total credit hours: _____


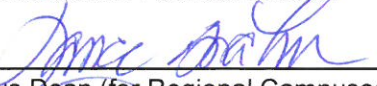
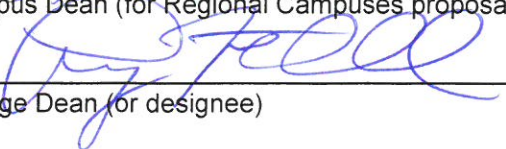
Describe impact on other programs, policies or procedures (e.g., duplication issues; enrollment and staffing considerations; need; audience; prerequisites; teacher education licensure):

There is no impact on other programs, policies or procedures at the Trumbull Campus. There is one full-time TT faculty member teaching at the campus in this area and he will be needed to close out the program for those students currently enrolled. This faculty member could continue teaching courses in this area that support other programs and the Tuscarawas program even with the closure of the program.

Units consulted (other departments, programs or campuses affected by this proposal):

Trumbull Campus Faculty Council, Regional College Curriculum Committee, EPC

REQUIRED ENDORSEMENTS

 _____ Department Chair / School Director	_____ 1 / 22 / 2018
 _____ Campus Dean (for Regional Campuses proposals)	_____ 1 / 22 / 2018
 _____ College Dean (or designee)	_____ 1 / 30 / 18
_____ Dean of Graduate Studies (for graduate proposals)	_____ ____ / ____ / ____
_____ Senior Vice President for Academic Affairs and Provost (or designee)	_____ ____ / ____ / ____



Department of Higher Education

Mike DeWine, Governor
Randy Gardner, Chancellor

PROGRAM INACTIVATION FORM

Date of submission: *date to come*

Name of institution: Kent State University

Title of program to be inactivated: Associate of Applied Science degree in Mechanical Engineering Technology at the Trumbull Campus

Date that the inactivation received final approval from the appropriate institutional committee: Faculty Senate approve the program's inactivation at Trumbull on _____.

Primary institutional contact for the notification:

Name: Therese E. Tillett

Title: Associate Vice President, Curriculum Planning and Administration

Contact: 330-672-8558, tillet1@kent.edu

Educator Preparation Programs:

Leads to licensure: ☐ Yes ☒ No

Leads to endorsement: ☐ Yes ☒ No

1. Provide the rationale for the inactivation of the program:

The A.A.S. degree in Mechanical Engineering Technology had been offered at the Trumbull Campus for decades. However, the program has had low enrollments in recent years. Further, the graduation numbers and completion rates at the campus have been extremely low, indicating that most students who start the program do not finish it and opt to switch to another major or leave the campus. In the past 10 fiscal years, an average of three students have graduated from the program each year at the Trumbull Campus, compared to an average of 14 students on the Tuscarawas Campus in the same time span, see table below.

Table: Degrees earned in the A.A.S. in Mechanical Engineering Technology (fiscal year)

Campus	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	Total
Trumbull	4	3	3	4	3	4	5	0	1	3	30
Tuscarawas	14	12	7	18	13	21	10	12	13	18	138

The retirement of a full-time faculty member has left only one full-time faculty supporting the program at the Trumbull Campus. Given the cost of hiring faculty and investing in new equipment needed to keep the program current, the Trumbull Campus does not have the resources to sustain the program with the current and projected enrollments.

At one time, the degree program was offered at four campuses: Ashtabula, Salem, Trumbull and Tuscarawas. The program is currently and will continue to be offered at the Tuscarawas Campus. In fall 2019, there were more than 40 students declared in the Tuscarawas program.

2. Indicate number of students currently enrolled in the program:

Admission to the program at the Trumbull Campus was suspended in fall 2018. In Fall 2019, there were eight students at Trumbull. Two students are on track to graduate in May 2020; two students did not enroll in spring 2020 classes; one student is in the process of changing to another major, and the remaining three students are progressing in the major at Trumbull.

3. Describe how the inactivation will affect students currently in the program, and explain plans for notifying students and assisting them in the completion of their degrees:

Advisors have provided continuing students a two-year plan to finish their degree at the Trumbull Campus. The Trumbull Campus has a full-time faculty member to teach the coursework to students needing to finish the program within that two-year time frame. Students also have the option of taking major courses on-ground (and some online) at the Tuscarawas Campus.

4. Will there be a loss of faculty or staff positions because of the inactivation of the program? If so, indicate when the faculty or staff members were or will be informed.

The one full-time faculty member in the program was informed in person at the time of program suspension. He will continue to teach out the program over the next two years. After all the currently enrolled students who actively pursue the degree and graduate, the faculty member could continue to teach service courses in other programs at the Trumbull Campus or teach online courses for the program at the Tuscarawas Campus.

The Faculty Council at the Trumbull Campus voted to inactivate the degree program at its meeting on 20 November 2017.

5. Describe the plan for communicating the inactivation of the program, including changes to the college catalog and college website and communications with advisors, admissions officers and financial aid officers:

Once the inactivation is approved, all necessary changes will be made to university websites and materials. Further written concurrent communications will be sent out to key staff in student advising, admission, registrar and financial aid. The degree program is listed as suspended in the 2019 University Catalog.

6. Indicate the final date that the program will be operational:

The program will be inactivated for fall 2020 at the Trumbull Campus. The program will continue to be offered at the Tuscarawas Campus.

Respectfully,

Mandy J. Tankersley, Ph.D.
Senior Vice President for Academic Affairs and Provost (Interim)
Kent State University