



Meeting Minutes
Monday, 15 December 2025
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Leadership present: Chair Edward Dauterich; Secretaries Therese E. Tillett, Joanna Liedel, Jennifer S. Kellogg, Amy Nuesch, Christa N. Ord, Kristi M. Kamis

Administrators present: Associate Provost Scott C. Sheridan; Deans Peggy Shadduck, Deborah F. Spake

Faculty present: Professors Luke Armour, Jen Cunningham, Michael J. Ensley, Robert D. Jewell, Karen L. Mascolo, Helen Piontkivska, JD Ponder, Steven N. Rugare, J K. Vick; Associate Professors Brian R. Barber, Bethany G. Lanese, Abe G. Osbourne, Joanathan F. Swoboda, Sue Wamsley; Assistant Professors Abdelhakim Al Turk, Tianyuan Guan, Janet M. Reed; Senior Lecturers Kingsly T. Berlin, Shelley K. Marshall; Lecturer Olivia B. Krise

Faculty not present: Associate Professor Vanessa J. Earp; Assistant Professor Jason Lorenzon

Students present: Iyanuoluwa Ogunmiluyi, Rick Skains

Guests: Sonia Alemagno, Mandy Anderson, Scott Courtney, Chris Dorsten, Paul Haridakis, Meghan Harper, Amir Jabbari, Liz Piatt, Dirk Remley, Mary Scott-Toepfer, Alison Smith, Misty Sommers, Kathy Spicer, Jennifer Walton-Fisette, Deirdre Warren, Sharon Wohl, Cathy Zingrone

Chair Dauterich called the meeting to order at 3:20p.m., on Monday, 15 December 2025, via Microsoft Teams.

I. Approval of Minutes

A. Meeting on 17 November 2025

Professor Armour made a motion to approve, and Professor Piontkivska seconded the motion.

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

II. Presentation

A. Recommendations from SB1 Working Group: Low Degree Conferral Programs

[VIEW THE PRESENTATION](#)

Secretary Tillett presented on behalf of the SB1 working group on low degree conferrals, one of five groups charged with implementing Senate Bill 1 regulations. The group focused on the requirement to eliminate undergraduate degree programs averaging fewer than five degree conferrals over a three-year period. She noted the group met regularly during the fall semester to develop recommendations. The working group's charge was to establish an annual review process to identify at-risk undergraduate programs early, allow time for faculty consultation, waiver requests, admission suspensions, and teach-out planning and to create a mechanism for monitoring graduation data in real time. Four recommendations were presented. The first is a standardized annual timeline to identify at-risk programs, communicate findings to colleges and set deadlines for waivers and inactivation. This includes preliminary reports in early fall and late January, a March deadline for waiver requests and teach-out plans, provost decisions in early May, a final report in late May, removal of inactivated programs from applications in June, submission of waivers to the state in mid-July and completion of inactivation through the regular curricular process in the fall. For the first year of implementation, 24 programs were identified, with five two-year waiver requests submitted and 19 programs inactivated. The state has not yet responded to any waiver submissions. The second recommendation requires colleges to develop teach-out plans for programs eliminated under SB1. Deans would notify affected students in writing using a standard template, ensure required advising, develop individualized semester-by-semester completion plans, coordinate course scheduling and substitutions, track student progress and identify responsible offices. FAQ sessions and cross-campus coordination were strongly recommended. The third recommendation is to create a university-wide teach-out policy. Rather than forming a new committee, existing policy committees would collaborate to develop a policy covering both Kent State serving as a teach-out partner for other institutions and the inactivation of Kent State programs. The policy would follow the regular curricular approval process. The fourth recommendation is to develop a graduation data dashboard using Power BI for real-time assessment of all degrees and certificates. The Office of Institutional Research has begun this work, and the dashboard will be made available on the Flashes Insight website for informational use by colleges to support program viability discussions. Secretary Tillett concluded by asking for questions and requested a motion to approve the four recommendations.

Chair Dauterich asked for a motion and a second to approve.

Associate Professor Ponder made a motion to approve, and Professor Piontkivska seconded.

With no questions or comments, the item passed unanimously

III. Subcommittee Report Out

A. Credit Transfer Committee

[VIEW THE REPORT](#)

Assistant University Registrar Sommers reported regular information updates including monthly website reviews to improve transparency for students, review of Ohio Advisor tools shared by

ODHE, and updates to guidance on statewide guarantees including how faculty submit courses for those guarantees. Fall guest presenters included representatives from the Partnership Office, Career Tech Office and OGE. During the fall term the group discussed transfer champion training with continued development and tracking for faculty and new advisor training. Additional training modules have been prepared for military and career tech areas, with exam credits and international credits still under development. A one-page guidance document was created and emailed to faculty approved to review transfer syllabi to provide structure and support, particularly for those new to the role.

The subcommittee also reviewed best practices for subject area alignment and began outreach to individual departments to ensure incoming transfer credits align with the current curriculum structure. Members were introduced to the new syllabus review tracker system Test Tracker and spring 2026 goals include moving more staff into the system to establish trackable syllabus review data and reduce advisor and faculty burden. Additional topics included the ACE credit process, the impact of Credly transcript requirements on admissions and credit awarding and considerations related to the age of transfer credits and how credits are term defined. Looking ahead to spring 2026 the subcommittee plans to improve transparency of the transfer appeals process, address best practices and issues related to credential based credit awarding such as licenses and certificates and review additional IB diploma program requirements including Theory of Knowledge and the Extended Essay.

IV. Academic Unit Proposals Review

A. Action Items

College of Communication and Information

School of Communication Studies

1. School of Communication Studies—Move school to the College of Arts and Sciences (fall 2026)

[**VIEW THE DISCUSSION**](#)

Director Haridakis reported that under the T28 final model the School of Communication Studies will move from the College of Communication and Information to the College of Arts and Sciences. He noted that the faculty of the School of Communication Studies voted in favor of the move and that the proposal has gone through the required consultatory processes in both colleges. The decision was confirmed by each college and the item before the committee reflects the approved program move from CCI to Arts and Sciences.

Senior Lecturer Marshall made a motion to approve, and Professor Cunningham seconded the motion.

With no comments or questions, the item passed unanimously.

School of Information**2. School of Information—Move school to the College of Arts and Sciences**[VIEW THE DISCUSSION](#)

Director Harper stated that as part of the T28 process the faculty of the School of Information voted unanimously to move from the College of Communication and Information to the College of Arts and Sciences.

Associate Professor Ponder made a motion to approve, and Professor Cunningham seconded the motion.

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

College of Education, Health and Human Services**3. College of Education, Health and Human Services—Revise name to College of Education and Human Services (*fall 2026*)**[VIEW THE DISCUSSION](#)

Chair Dauterich asked if Interim Associate Dean Walton-Fisette would like to present on the items as a slate.

Interim Associate Dean Walton-Fisette replied that she preferred to present on them separately.

Interim Associate Dean Walton-Fisette explained that most health science programs are moving individually to public health and that several programs are also moving to Ambassador Crawford College of Business and Entrepreneurship. After consulting faculty, staff and alumni and vice presidents through surveys and focus groups the college decided to remove "health" from its name. The proposed new name is the College of Education and Human Services which reflects the programs remaining in the college. She noted that the proposal has completed review through FACS, CAC, school curriculum committees and the CCC.

Senior Lecturer Marshall made a motion to approve, and Associate Professor Wamsley seconded.

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

4. Center for Sport and Recreational Development—Revise name to Center for Sport Innovation; move to the Ambassador Crawford College of Business and Entrepreneurship (*fall 2026*)[VIEW THE DISCUSSION](#)

Interim Associate Dean Walton-Fisette reported that the Center for Sport Recreation Recreational Development has existed for approximately 15 years and is proposing a name change to reflect a more modern identity. She noted that the change is also connected to the center's move to the Ambassador Crawford College of Business and Entrepreneurship and that the proposal includes both a name change and a college relocation.

Senior Lecturer Marshall made a motion to approve, and Professor Cunningham seconded.

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

College of Public Health

5. College of Public Health—Revise name to College of Public Health and Health Sciences

[VIEW THE DISCUSSION](#)

Dean Alemagno stated that programs from Education and Human Services and Health Sciences are moving into the College of Public Health under T28. She explained that the proposed name College of Public Health and Health Sciences best reflects the scope of the college. She noted that the proposal has received the appropriate approvals and is being presented for consideration.

Professor Piontkivska made a motion to approve, and Professor Cunningham seconded the motion.

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

V. Policy Proposals Review

Department of English

1. English Placement—Revise policy (*fall 2026*)

[VIEW THE DISCUSSION](#)

Professor Cunningham explained that the proposal is to eliminate the option that allows students with a high school GPA of 3.8 or higher to submit a previously written essay for direct placement into Research Writing 21011. She noted that this option was a pandemic-related holdover and presents verification challenges regarding authorship and timing of the essay. She stated that students seeking direct placement into Research Writing would instead use WritePlacer which is already available to regional campus students and has now been approved by FAC as an option for Kent campus students.

Associate Professor Wamsley made a motion to approve, and Professor Piontkivska seconded.

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

Undergraduate Policies Council

2. Grading Policies and Procedures—Revise policy (*fall 2026*)

[VIEW THE DISCUSSION](#)

Co-chair Liedel reported that the update to grading policies and procedures is being brought forward by Undergraduate Policies Council (UPC) and the Graduate Policies Council (GPC) as part of the regular systematic review of all policies. The review focused on formatting, updating language, verifying that all grades remain valid and correctly represented on transcripts and ensuring that credit/no credit changes from the previous year were reflected. A visual representation of GPA was also added to align with the existing GPA policy. No substantive changes were made to the grading policies themselves.

Senior Lecturer Marshall made a motion to approve, and Professor Piontkivska seconded the motion.

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

Graduate Dean's Advisory Council

3. University Policy Regarding Graduate Assistantships—Revise policy (*fall 2026*) previous revisions approved by EPC on 10/20/2025

[VIEW THE DISCUSSION](#)

Associate Provost Sheridan explained that after the University Council review, an inconsistency was identified between what GDAC had approved in May and the version submitted by Interim Dean Porter. The original submission had incorrectly combined two sentences resulting in an inaccurate statement that full-time graduate assistants would receive only four credit hours of tuition remission. The revision clarifies the policy to reflect the original intent. Associate Provost Sheridan noted that other minor clarifications such as specifying units in letters of offer remain unchanged.

Senior Lecturer Marshall made a motion to approve, and Professor Armour seconded the motion.

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

VI. Program Proposals Review

A. Action Items

College of Education, Health and Human Services

School of Foundations, Leadership and Administration

Move programs to the Department of Sport, Hospitality and Event Management in the Ambassador Crawford College of Business and Entrepreneurship

1. Hospitality Management – Undergraduate Certificate—Revise department/college (*fall 2026*)

[VIEW THE DISCUSSION](#)

Interim Associate Dean Walton-Fisette reported that the Hospitality Management undergraduate certificate will be moved to a newly created department within the School of Sport, Hospitality and Event Management. She noted that both programs remain within the Ambassador Crawford College of Business and Entrepreneurship.

Professor Cunningham made a motion to approve, and Assistant Professor Reed seconded.

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

Move programs to the School of Teaching, Learning and Curriculum Studies

2. Interprofessional Leadership – Ed.D.—Inactivate Athletic Training concentration; revise department, description, course requirements (*fall 2026*)

3. School Health Education (P-12) Additional Licensure Preparation – Non-Degree—Revise department/college, course requirements (*fall 2026*)

School of Health Sciences

[VIEW THE DISCUSSION](#)

Director Courtney reported on program changes under review. The Interprofessional Leadership - Ed.D. is moving from Foundations, Leadership and Administration (FLA) to Teaching, Learning and Curriculum Studies (TLC) and the Athletic Training concentration is being inactivated. Additionally, the non-degree School Health P-12 Additional License Preparation program is moving to TLC.

Chair Dauterich asked if these would be voted on as a slate.

Director Courtney agreed to the slate.

Professor Cunningham made a motion to approve, and Associate Professor Wamsley seconded.

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

4. Alcohol, Tobacco and Other Drug Prevention - Undergraduate Certificate—Inactivate certificate (fall 2026)

5. Community Health Education – Minor—Inactivate minor (fall 2026)

6. Human Sexuality – Minor—Inactivate minor (fall 2026)

[VIEW THE DISCUSSION](#)

Interim Associate Dean Walton-Fisette stated that the items 4-6 can be voted on as a slate. They are being inactivated due to low enrollment.

Senior Lecturer Marshall made a motion to approve, and Professor Mascolo seconded the motion.

With no questions, comments or concerns, the items (4-6) passed unanimously.

Move programs to the College of Public Health

7. Nutrition – B.S.— Revise department/college, course requirements, roadmap (fall 2026)

8. Nutrition - M.S.— Revise department/college, course requirements, graduation requirements (fall 2026)

9. Speech Language Pathology – M.A.— Revise department/college, graduation requirements, roadmap (fall 2026)

10. Speech Pathology and Audiology – Minor—Revise department/college (fall 2026)

11. Sports Medicine – B.S.—Revise department/college (fall 2026)

12. Sports Medicine: General Medical and Emergency Care – Minor—Revise department/college (fall 2026)

13. Sports Medicine: Orthopedic Patient Care – Minor—Revise department/college (fall 2026)

14. Sports Medicine: Orthopedic Patient Care – Minor— Revise department/college (fall 2026)

[VIEW THE DISCUSSION](#)

Chair Dauterich asked if items 7-14 would be presented and voted on as a slate.

Interim Associate Dean Walton-Fisette agreed to present and vote on the items as a slate. She said the programs are all moving to the College of Public Health.

Associate Professor Ensley motioned to approve, and Senior Lecturer Marshall seconded.

With no questions, comments or concerns, the items (7-14) passed unanimously.

School of Teaching, Learning and Curriculum Studies

15. Reading Specialization – M.Ed.—Revise major name to Literacy Specialization; revise delivery from in person to fully online; revise description, course requirements (fall 2026)

[VIEW THE DISCUSSION](#)

Director Courtney reported a program name change from Reading Specialization to Literacy Specialization to better reflect the program and recent changes in course delivery. The course prefix is also being updated to align with other programs in the school.

Professor Armour made a motion to approve, and Assistant Professor Reed seconded the motion.

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

With no further questions or comments, Chair Dauterich concluded the meeting at 4:02pm.

Respectfully submitted,

Christa N. Ord

Christa N. Ord
Operations and Special Projects Coordinator, Curriculum Services
Office of the Provost