



Meeting Minutes
Monday, 17 April 2023
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Leadership present: Chair Edward Dauterich; Secretaries Therese E. Tillett, Jennifer S. Kellogg, Kristi M. Kamis, Joanna Liedel, Ashley N. Maher, Christa N. Ord

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

Faculty present: Professors Karen Gracy, Helen Piontkivska; Associate Professors Brian R. Barber, Doug Ellison, Michael J. Ensley, Michael R. Fisch, Eric S. Kildow, Denise M. McEnroe-Petitte, Mitchell J. McKenney, Abe G. Osbourne, Jonathan F. Swoboda, Brett D. Tippey; Assistant Professors Bethany G. Lanese, Tina Patel, Maggie Stedman-Smith; Senior Lecturers Tracy A. Laux, Jennifer R. Metheney; Lecturer Kristy Jacobson

Faculty not present: Professor Tiffany Taylor; Associate Professors Vanessa J. Earp, Dandan Liu, Geoffrey Steinberg, Blake Stringer; Associate Lecturer Shelley K. Marshall

Students present: Jeremy Foust

Guests: Donna Alexander, Christopher Banks, Michael Beam, Alicia Crowe, Chris Dorsten, Susan Emens, James Hannon, Lynette Johnson, Anthony Molina, Hedi Nasheri, Eboni Pringle, Matthew Rollyson, Peggy Shadduck, Hollie Simpson, Alison Smith, Kathleen Spicer

Chair Dauterich called the meeting to order at 3:20p.m., on Monday, 17 April 2023, via Microsoft Teams.

I. Approval of Minutes

A. Meeting on 20 March 2023

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

With no comments or corrections, the minutes passed unanimously.

II. Presentations

A. College pilot of portfolio-based prior learning assessment

[VIEW THE PRESENTATION](#)

Dean Shadduck stated that portfolio-based prior learning assessment is for students to provide an option for evaluating learning that occurred outside of the pre-screened realm. This includes professional training that has not been pre-screened and learning that occurred outside of a

classroom or training session. Kent State would screen the information and determine how much, if any, credit would be applied. Students with applied and technical careers often achieve learning through a variety of experiences. Individuals who can get some credit through prior learning assessment has shown to impact the percentage of non-traditional learners who complete an academic credential. Testing portfolio-cased prior learning assessment can be done by dovetailing existing KSU professional training with CATS AAS level courses and/or develop a process to assess workplace learning equivalencies applied towards CATS credit.

An EPC member asked for confirmation that the credit would be towards CATS degrees and not for specific courses, such as a math course.

Dean Shadduck confirmed that was correct. That is why the pilot would be through CATS. It makes sense for CATS where it may not make sense for other colleges. To go beyond the pilot to other colleges, if things go well, the committee would be coming back to EPC for additional approval. The assessment may only be limited to CATS, but that is a decision the university faculty would have to make.

An EPC member asked if a group has been set up to oversee the committee.

Dean Shadduck said that has not formally been confirmed, but that can be part of the current setup.

Secretary Tillett asked if there has been a timeline setup for the pilot.

Dean Shadduck said yes and that there are two pieces. The first piece is the group working under the AACU. They have presented the plan and the next steps of the plan are currently being worked on. This includes creating a rubric and portfolio. The goal is to pilot this fall. It depends on interested individuals. The committee would like to work with one or two companies to identify the right individuals. Susan Perry is in on the conversation to make sure if there is anything to notify the HLC.

Secretary Tillett asked if there is a maximum amount of credit hours or upper division and lower division limits.

Dean Shadduck explained that they are only piloting one 10000-level course right now. If it continues, then the committee will look at upper and lower division courses. The committee will need to see what portfolios people bring in and assess credit limits. The committee will need to create policies on credit hours and course limits. The pilot will help to determine what is needed.

An EPC member asked if it is possible that some perspective students may look at portfolios and think they do not have that type of experience.

Dean Shadduck said yes. Most people come in without any of that. This would never be something that would be required, but would be an option.

III. Subcommittee Reports

A. Undergraduate Policies Council

[VIEW THE REPORT](#)

Associate Professor Wamsley stated that probation subgroup, within the committee, is working with the retention taskforce on dismissal. The dismissal policy is being reviewed to make sure the language is student-friendly and consistent. The committee is looking at policies from other universities to get a sense what others do. The policy currently says that students with a .5 GPA are dismissed in one semester. The committee is considering if this should not apply to first-year students, but instead an alert or notice. Some on the committee believe it's less about terminology, but helping students throughout the process. Students are dismissed from the university, but have to appeal to the college. The committee is looking to have an appeals committee with a range of members across the university. Since that is a lot of work, the committee is considering that membership be on a regular rotating basis. The committee is considering an electronic application for appeal. The name would not be visible to members of the appeals committee. They would review based on the application information. The committee is also considering electronic redaction of dismissal to streamline the process.

Senior Associate Provost van Dulmen asked that the undergraduate council work with the graduate level on this as well.

An EPC guest asked to consider having the appeals committee gathering information from an academic advisor, faculty and/or staff who know the student's situation and be able to offer more insight. A rubric would be helpful to understand what the students would need to provide for an appeal.

An EPC member asked if this would extend to the College of Podiatric Medicine (CPM).

Senior Associate Provost van Dulmen explained that CPM has their own dismissal policy, but there can be conversation in the future if the college would like to discuss.

Associate Professor Wamsley said that the policy currently considers reinstatement after 12-months of a student being away. The committee is considering the timeline and making a reinstatement application. Another consideration for the committee is reaching out to students who have been dismissed and away 12 months.

IV. Structure Proposals Review

A. Action Items

College of Arts and Sciences

1. Center for Pre-Law Education—Establish center (*fall 2023*)

[VIEW THE DISCUSSION](#)

Associate Dean Warren stated that the proposal is to create a center within the college for pre-law. This will elevate to the college-level and expand upon work that Chris Banks has already been doing in political science. This will provide a structure that facilitates the coordination of co-curricular activities, internships and other areas of interest to students related to pre-law. There is also the opportunity to collaborate with students from other colleges. This would also expand to an existing advisory board that includes people in the legal community, lawyers and judges. A faculty list is being created to provide collaboration and networking on research and

partnerships. The center will have space in Bowman Hall. A faculty director will be in charge of the center and an academic coordinator. There would be zero additional cost. The college has foundation money to fund the center. The faculty director has also already been doing this work. of pre-law student success for northeast Ohio and across the state.

Professor Banks added that the mission for the center is to become the preeminent source center is wholly student driven, inclusive and interdisciplinary in scope. The center is universally endorsed and has robust support from the Kent State community and legal stakeholders. With three years preparation, the center is poised to hit the ground running. In terms of advising, the center will be able to unify, plan and create institutional networks between departmental advising structures across the college and university. In one location, students will be given updated, coordinated pre-professional advice using informational technology and best practices to guide them through the complex and specialized law school preparation requirements. Interested faculty and advisors will be incentivized to help students begin their law school journey. Students will be able to take advantage of the revised interdisciplinary minor set to launch this fall and they will be able to tap into undergraduate and graduate 3+3 programs. Kent State has partnerships with Akron, Cleveland State and Case Western law schools. The plan is to expand those partnerships in Ohio and elsewhere. Pre-law students or those interested in studying law or law careers will become part of an inclusive, pre-professional community and be able to draw off of talents and participation of several student organizations, career development and study abroad programs. Students will benefit greatly from the networking opportunities. The center has already lined up a number of faculty affiliates across the campus and college to begin work on pre-law student success.

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

An EPC member asked if there is a possibility that the center would help pre-law recruitment and how would the center do that.

Associate Dean Warren said with the center and all it offers; it is seen as a recruitment and retention tool.

Chairperson Molina added that there are other career pathways in the legal profession. Some students may choose to go onto law school or to be a paralegal. This is a way for students to explore different career opportunities.

With no further questions, the item passed unanimously.

V. Policy Proposals Review

A. Action Items

Office of the Provost

1. Accommodations for Student Religious and Spiritual Beliefs (University Catalog) 3-01.14 Administrative policy regarding accommodations for student religious and spiritual beliefs (Policy Register)— Establish policy to comply with section 3345.024 of the Ohio Revised Code (*spring 2023*)

[VIEW THE DISCUSSION](#)

2. Class Attendance and Absence (University Catalog) 3-01.2 Administrative policy regarding class attendance and class absence (Policy Register)— Revise policy to remove reference of religious observance, which will now be covered in a new policy; catalog policy renamed Class Attendance and Class Absence (*fall 2023*)

Senior Associate Provost van Dulmen stated that the proposal is to be compliant with the new state law that went into effect on April 3rd. According to the new law, instructors need to provide up to three absences or accommodations due to religious or spiritual holidays or participation in spiritual or religious events. The policy outlines specific instructions for students. Instructors cannot question the request or nature of the request. There are also instructions for students on working with instructors on accommodations that work for both parties. The university has seen that other universities have created a separate policy from the absence policy, so that is also what is being proposed and why there is a change to the existing policy for class attendance and absence. They have worked with general counsel, Amy Quillin, accommodations office and affirmative action. There will also be a memo to faculty and syllabus language for guidance to faculty on the implementation of the policy.

Associate Professor Kildow motioned to approve both item one and two, and Professor Piontkivska seconded.

Senior Associate Provost van Dulmen added that next year, the current absence and attendance policy can be reviewed after implementation of this policy and practices.

An EPC member asked if the language from the policy “sincerely held” and “organized activities” is purposefully vague.

Senior Associate Provost van Dulmen said that is correct and that language is in the house bill. According to this policy, if there is a request to observe a religious holiday or event, instructors have to take that at face value.

An EPC member asked if there is possibly backlash from allowing more than three accommodations.

Senior Associate Provost van Dulmen said yes. Talking with other colleagues around the state, they are wondering if there will be a modification of this in the future.

An EPC member asked about clinical nursing hours that are set up by the board. There is concern that there may be a conflict.

Senior Associate Provost van Dulmen said there were similar issues related to practicum, and that would be discussed going forward.

With no further questions or comments, the item passed.

VI. Program Proposals Review

A. Action Items

College of Arts and Sciences

School of Multidisciplinary Social Sciences and Humanities

1. Cybercriminology – B.S.— Establish new degree program to be offered fully online and mostly online at all Kent State campuses and the Twinsburg Academic Center (*fall 2023 pending final approvals*)

[VIEW THE DISCUSSION](#)

Associate Dean Warren stated that this degree would be fully online. The collaboration is between the Department of Sociology and Criminology, College of Arts and Sciences and College of Applied and Technical Studies. It will be housed in the College of Arts and Sciences under the School of Multidisciplinary Social Sciences and Humanities. There is a huge demand in the public and private sectors for people trained and knowledgeable. Both departments have the resources to deliver the program. One course will be created.

Professor Piontkivska motioned to approve, and Associate Professor Barber seconded the motion.

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

B. Discussion Items

College of Applied and Technical Studies

1. Business Management Technology – A.A.B.—Offer program (Management and Entrepreneurship concentration only) at the Federal Correctional Institution, Elkton in Lisbon, Ohio (*fall 2023*)

2. Individualized Program – A.T.S.—Offer program at the Stark Campus and Twinsburg Academic Center (*fall 2023*)

[VIEW THE DISCUSSION](#)

Associate Dean Emens stated that these proposals are addition of locations to offer the programs. The Business Management Technology – Management and Entrepreneurship concentration will be offered at the Federal Correctional Institution – Elkton in Lisbon. Currently, the courses can be offered, but the program cannot be marketed without state approval. Adding the location will allow for the full program to be offered. The Individualized Program will now be offered at the Stark Campus and Twinsburg Academic Center. Some of the articulation agreements with Mercy Health make it difficult for the students because it is in close proximity to the Stark Campus, but the students have to be funneled through the Salem Campus. Adding Stark will make it easier for students and advisors helping those students.

College of Education, Health and Human Services

School of Teaching, Learning and Curriculum Studies

3. Middle Childhood Education – B.S.E.— Suspend admission temporarily at the Geauga Campus (*spring 2024*)

[VIEW THE DISCUSSION](#)

Associate Dean Crowe stated that the school would like to suspend admission to the Geauga Campus to reassess. There are only two students admitted for the coming year and the school has good ways to support them.

With no further questions, comments or concerns on the agenda, Chair Dauterich concluded the meeting at 4:40p.m.

Respectfully Submitted,

Christa N. Ord

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Operations and Special Projects Coordinator, Curriculum Services

Office of the Provost