



Meeting Minutes
Monday, 22 August 2022
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Leadership present: Chair Edward Dauterich; Secretaries Therese E. Tillett, Jennifer S. Kellogg, Kristi M. Kamis, Christa N. Ord

Administrators present (or represented): Associate Provost Manfred van Dulmen; Dean Sonia A. Alemagno

Administrators not present (or represented): Dean Versie Johnson-Mallard

Faculty present (or represented): Professor Karen Gracy; Associate Professors Brian R. Barber, Vanessa J. Earp, Doug Ellison, Michael J. Ensley, Michael R. Fisch, Dandan Liu, Denise M. McEnroe-Petitte, Mitchell J. McKenney, Abe G. Osbourne, Helen Piontkivska, Christopher Rowan; Assistant Professors Bethany G. Lanese, Maggie Stedman-Smith; Senior Lecturer Jennifer R. Metheney; Lecturer Kristy Jacobson; Associate Lecturer Shelley K. Marshall

Faculty not present (or represented): Associate Professors Eric S. Kildow, Jonathan F. Swoboda; Senior Lecturer Tracy A. Laux

Students present: Seth T. Young

Guests: Donna Alexander, Alicia Crowe, Michael Ellis, Catherine Goodall, Suat Gunhan, James Hannon, Julie Mazzei, Stina Olafsdottir, Matthew Rollyson, Alison Smith, Deborah Spake, Linnea Stafford, Deirdre Warren, Cathy Zingrone

Chair Edward Dauterich called the meeting to order at 3:20p.m., on Monday, 22 August 2022, via Microsoft Teams.

I. Approval of Minutes

A. Meeting on 16 May 2022

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

With no questions, comments or concerns, the minutes were approved.

II. Presentation

A. Orientation for EPC members

Therese Tillett, secretary of EPC

Office of Curriculum Services

[View the presentation](#)

[Member Guidelines](#)

- **Quick links to orientation topics**
 - What is the EPC?
 - [Basic EPC Facts](#)
 - [Charge](#)
 - [Oversight](#)
 - [Subcommittees](#)
 - [Approving body](#)
 - [Meeting time and location/modality](#)
 - Why am I here?
 - [Membership](#)
 - [Voting](#)
 - What am I supposed to do?
 - [Preparation](#)
 - [Training](#)
 - [Link to agendas](#)
 - [New Program Review Checklist](#)
 - and other burning questions...
 - [Determining EPC agenda status](#)
- **Reviewing the agenda items in CIM—[View the presentation](#)**

III. Subcommittee Reports

A. Establishment of an ad hoc subcommittee to review the NF (Never Attended–F) mark

Therese Tillett, presenter

[View the presentation](#)

Therese stated that this topic was presented last spring to EPC. EPC believed it would be a good ad hoc subcommittee. Kent State has had the Never Attended (NF) and Stopped Attending (NS) grades, which equal an 'F,' for almost 20 years. They came from the Department of Education and how KSU calculates student financial aid. Students who never attend or stop attending and never withdraw, it counts as an 'F' grade in their GPA. Through the years, there has been a lot of issues from the student perspective. Specially for the Never Attended (NF) grade, students are paying for the course that they never attended and receiving an 'F' for the course they did not attend. Registrar's office has seen many appeals for this issue. This subcommittee would review the NF grade. Why is it done this way? What are the options? How does this effect students? What are other colleges doing? How does KSU still align with federal policies?

Stina added that students have an avenue to appeal to the NF grades and that there are hundreds each semester. Some students are not able to appeal the grade.

Chris said that it sets students up for a low GPA which is hard to overcome; especially for students who experience this in the first semester. The financial burden it carries is also a concern.

Therese said that the NF mark has a scare factor. It alerts the student that they are still registered, and many will go back into the class. If there are any benefits, the committee can consider those and ask if that is the way it should be done. Faculty are needed for membership. Therese asked members to e-mail her to participate. The work is anticipated to be complete by the end of the fall 2022 semester.

IV. Program Proposals Review

A. Action Item

Ambassador Crawford College of Business and Entrepreneurship

Department of Economics

(presented by Chair Michael Ellis and Associate Professor Dandan Liu)

1. Quantitative Methods in Econometrics - Graduate Minor— Establish minor to be offered in person on the Kent Campus (fall 2023)

[View the discussion](#)

Michael stated that the need of minor comes from the mixture of skills involving data analysis in econometrics. It provides a basis a strong foundation for doing empirical research at the doctoral level and will be useful across a wide range of disciplines. In addition, students will gain a working knowledge of a wide range of software including Python, Stata, Sass and EViews. Currently, there is no minor with these skills being offered at the university. There are no resource implications. The set of courses is already offered in the econometrics track in the Ph.D. program. No conflicts are anticipated with any other program.

Dandan added that the new minor gives students as opportunity to have systematic training in econometrics.

Therese asked what type of graduate student they see this benefiting and why at the doctoral level and not at the master's-level.

Michael said that students will be studying choice and behavior which will be helpful in the social sciences. Political Science and Sociology would be some obvious ones.

Dandan added that there are a lot of students doing empirical work, so those students will benefit from this minor. Right now, there are students from Public Health, Political Science, Sociology and Education enrolled in the econometrics courses.

Michael stated that this is at the doctoral level, because they feel that this is helpful with research.

Dandan said that the there are also master's-level students enrolled in the courses.

Therese said that almost all the courses are slashed with master's-level courses. She

asked if they would ever consider created a master's minor.
Dandan replied that they would consider that.

Michael added that they will see how enrollment goes with the doctoral minor and consider a master's minor.

Manfred stated that the math support letter did not read as support. He asked if there had been more consultation.

Michael said there has not been anymore consultation.

Manfred asked that for a letter of support from Math to be included.

Associate Dean Warren stated that there have not been any known issues with the proposal.

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

Without any further questions, comments or concerns, the item passed unanimously pending a letter of support from Math.

B. Discussion Item

College of Arts and Sciences

School of Multidisciplinary Social Sciences and Humanities

(presented by Director Julie Mazzei)

- 1. Integrative Studies – B.I.S.— Revise delivery to fully online in addition to continuing in person at all eight campuses; revise admission requirements to decrease minimum number of credit hours to declare, from 60 to 30 (fall 2023)**

[View the discussion](#)

Julie stated that the B.I.S. is for students who have left Kent State or some other institution and have accrued credit hours. Students can re-enroll in Kent State and choose the B.I.S. program to finish their degree. This program is designed to be a completer program. The program can currently be enrolled in with 60 credit hours. Since they have had a great deal of interest in the program, the school would like to lower the credit hours to 30. The second proposal item is an acknowledgement that the program can be completed online since it is tailored to each student. The school would like that to be listed in the catalog so that they can advertise it to students.

Therese said it is not clear in the description that this is a completer program. She asked what would happen if a student came in and wanted to match an existing program or courses completely out of the College of Arts and Sciences.

Julie stated that students cannot enroll in the program as a freshman. Admittance is based on a student who stopped their coursework and would like to re-enroll. The credit hour limit helps so that a student could not create an existing program. The idea is to complete

the balance.

Therese asked if students could declare this major and take courses completely outside of the college.

Julie said that she has been dissuaded from using the term “completer” when describing the program. This, however, tells students that have credits that cannot be applied to something specific, that they can salvage their credits in this program and help them graduate. There may be a way to communicate more clearly that this program is for stopout students.

Associate Dean Warren asked if the questions are coming from the descriptions. This initiative is for stopout students from KSU and other colleges to complete a degree at Kent State.

Therese said that the description makes it sound more like a self-designed program rather than a return to complete a degree. She asked if it is College of Arts and Sciences focused or could students take all courses from another college.

Julie stated that there is a requirement that students must take courses from multiple disciplines.

Therese asked if that was in the proposal or if there was a restriction on students taking all courses from outside the College of Arts and Sciences.

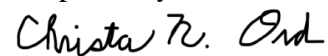
Associate Dean Warren said that the college will have more discussion on restrictions.

Julie added that they will also work on the description.

Chair Dauterich suggested discussing and making the changes and bringing back to EPC.

With no further comments, questions or concerns, Chair Dauterich concluded the meeting at 4:32pm.

Respectfully submitted,



Christa N. Ord

Operations and Special Projects Coordinator, Curriculum Services
Office of the Provost