

# KENT STATE UNIVERSITY CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date **6-Feb-19** Curriculum Bulletin \_\_\_\_\_  
 Effective Date **Fall 2019** Approved by EPC \_\_\_\_\_

Department **Foundations, Leadership and Administration**  
 College **EH - Education, Health and Human Services**  
 Degree **CER8 - Post-Master's Certificate**  
 Program Name **College Teaching (online)** Program Banner Code **C813**  
 Concentration(s) \_\_\_\_\_ Concentration(s) Banner Code(s) \_\_\_\_\_  
 Proposal **Inactivate program**

**Description of proposal:**

**This action suspends admission into the fully-online graduate college teaching certificate. Student demand is very low and we do not have the faculty required to maintain the online courses. The face-to-face offering of the certificate remains active.**

Does proposed revision change program's total credit hours?  Yes  No  
 Current total credit hours: **15** Proposed total credit hours **15**

Describe impact on other programs, policies or procedures (e.g., duplication issues; enrollment and staffing considerations; need; audience; prerequisites; teacher education licensure):  
**No impact, courses will continue to be offered face-to-face, the online sections are being eliminated.**

Units consulted (other departments, programs or campuses affected by this proposal):  
**Higher Education Administration**

**REQUIRED ENDORSEMENTS**

*Kathleen Schul* \_\_\_\_\_ 2/8/2019  
 Department Chair / School Director

\_\_\_\_\_  
 Campus Dean (for Regional Campuses proposals)   /  /  

*S. Mitchell* \_\_\_\_\_ 2/8/19  
 College Dean (or designee)

\_\_\_\_\_  
 Dean of Graduate Studies (for graduate proposals)   /  /  

\_\_\_\_\_  
 Senior Vice President for Academic Affairs and Provost (or designee)   /  /

## Proposal Summary

### Temporarily Suspend Admission to the Online College Teaching Graduate Certificate.

The College Teaching graduate certificate [C813] is administrated by the Higher Education Administration [HIED] program area within the School of Foundations, Leadership and Administration [FLA] in the College of Education, Health and Human Services [EH]. The certificate is currently officially available by face-to-face delivery on the Kent Campus or fully online.

As the fully-online delivery is no longer feasible, this action will suspend admission into the program for a period of five years, after which time it will either be fully inactivated or reinstated.

**1. Provide a rationale for the suspension of admission of the program.**

Very low enrollment/demand and difficulty in staffing online sections necessary to complete the program.

**2. Indicate number of students currently enrolled in the program and describe how the suspension of admission will affect them. Explain plans for notifying current students and assisting them in the completion of their program.**

Currently there are two students enrolled in the online certificate. We will work with the impacted students to find potential substitute courses to enable the students to complete the program in a timely fashion. Any potential students in the application process will be encouraged to select another program. If they do not wish to enroll in another program, we will request a refund of their application fee.

**3. Describe whether there will be a loss of faculty or staff positions due to the suspension.**

No loss in faculty positions. Difficulty in staffing is part of the problem.

**4. Indicate if any of the program's courses that will not be offered due to the suspension are used by other units for their programs (either as required or elective). Provide evidence that those units have been consulted regarding the offerings.**

Courses are not required for any other programs in the College so there should be no adverse impact on other programs or students.

**5. Describe the plan for communicating the suspension of admissions.**

Notification will appear on the HIED web site and in the University Catalog.

**Timetable and Actions Required:** The proposal will go through the required curriculum approval process with changes to take effect fall 2019. The following is the anticipated schedule:

HIED program approval: January 29, 2019

FLA SCC approval: February 2019

EHHS CCC approval: February 2019

presented to EPC for approval: March 18, 2019

Submitted by: Dr. Mark Kretovics/mkretov1@kent.edu

# COLLEGE TEACHING - GRADUATE CERTIFICATE

College of Education, Health and Human Services  
School of Foundations, Leadership and Administration  
300 White Hall  
Kent Campus  
330-672-2012  
www.kent.edu/ehhs/fla

## Description

The College Teaching graduate certificate enhances teaching competencies at the post-secondary level. It is particularly appropriate for graduate students from any discipline interested in a career in college teaching, but also for adjunct and full-time faculty who are currently engaged in a career in academia.

Students may select from a variety of courses that emphasize the knowledge and practice of college teaching and the organizational culture of postsecondary education institutions. The certificate includes an internship in college teaching and offers students flexibility with courses available online, face-to-face and hybrid, and may be completed fully online if desired.

Additionally, students in the certificate program are encouraged to take effective teaching courses offered within their discipline specialty as part of the certificate requirements. This certificate program is grounded in the latest educational research of best practices in college teaching, and is designed to offer and/or enhance teaching and learning experiences.

### Fully Offered At:

- Online admission suspended
- Kent Campus

## Admission Requirements

- Master's degree
- Minimum 3.250 graduate GPA on a 4.000 point scale
- Official transcript(s)
- Résumé or vita
- Goal statement
- Two letters of recommendation

For more information about graduate admission, please visit the Graduate Studies website.

## Gainful Employment Disclosure

Disclosure statement for this certificate.

## Graduate Certificate Policy for the College of Education, Health and Human Services

- Students seeking a graduate certificate must maintain a minimum 3.000 grade point average. A graduate certificate student who receives a combination of more than 8 credit hours of B- or lower grades, or more than 4 credit hours of grades lower than C is subject to dismissal. Students who are unable to maintain academic standards of the College are subject to dismissal for academic

reasons. Grades of C- or below are not counted toward completion of the certificate.

- Certificates must be completed within six years after the first graduate enrollment.
- No more than 2 credit hours of workshop may be used toward a certificate.
- Before being eligible to be awarded a Certificate, students must be admitted to the Certificate program.
- Students currently in a graduate degree program may also apply to a certificate program. Their degree seeking coursework may be applied to the certificate coursework with advisor approval. The courses must be completed within six years and satisfy certificate course requirements.
- Students who have a previous graduate degree and are not currently seeking another graduate degree may transfer a maximum 6 credit hours with advisor approval. These credits may include hours from another KSU program, or from another accredited institution, if the following conditions are met: (1) courses were at the graduate level; (2) a grade of "A" or "B" was earned; (3) credit will be less than six years old at the time the certificate is conferred at Kent; and (4) student was admitted as a graduate student at the time the course was taken.
- Some program areas may be more restrictive. Students are advised to consult their program.

## Program Requirements

### Certificate Requirements

[C813]

Code	Title	Credit Hours
<b>Certificate Requirements</b>		
HIED 66594	INTERNSHIP IN COLLEGE TEACHING <sup>1</sup>	3
HIED 66660	FACULTY ROLES AND RESPONSIBILITIES	3
Certificate Electives, choose from the following:		9
HIED 66600	HISTORY OF HIGHER EDUCATION	
HIED 66601	THE PRIVATE LIBERAL ARTS COLLEGE	
or HIED 66658	THE COMMUNITY COLLEGE	
HIED 66652	LAW AND HIGHER EDUCATION	
HIED 66653	COLLEGE STUDENT DEVELOPMENT: THEORY AND PRACTICE	
HIED 66656	HIGHER EDUCATION CURRICULUM	
HIED 66671	THE ADMINISTRATION OF MULTICULTURALISM AND DIVERSITY IN HIGHER EDUCATION	
HIED 66749	ASSESSMENT AND EVALUATION IN HIGHER EDUCATION	
Other approved elective		
Minimum Total Credit Hours:		15

<sup>1</sup> Internship may be waived pending faculty approval. Students will complete the minimum credit hours toward certificate completion by taking more elective courses.

## Graduation Requirements

Minimum Certificate GPA  
3.000