

## **Proposal Summary**

**Title:** Establish a new minor in Human Development and Family Studies.

**Subject Specification:** The intent of this proposal is to establish a minor in Human Development and Family Studies (HDFS) within the School of Lifespan Development and Educational Sciences (LDES).

**Background Information:** Currently, students wanting to take minor coursework pertaining to human development and family studies are able to do so via a minor in Food, Family, and Nutritional Studies. However, that minor is being inactivated effective Fall 2012 due to the dissolution of the School of Family and Consumer Studies three years ago.

This proposal will establish a new minor specifically focused on Human Development and Family Studies. Knowledge about biopsychosocial development and family relationships and processes across the lifespan may be beneficial for any student planning a career that involves working with people. The minor will be particularly applicable for students in the following majors: Communications, Community Health Education, Early Childhood Education, Middle Childhood Education, Adolescent and Young Adult Education, Nursing, Nutrition, Psychology, Public Health, Recreation Management, Sociology, Speech Pathology and Audiology.

All of the coursework for this minor is currently offered for the HDFS major so there will be no effect on current programs or staffing. Students who might have been considering the minor in Food, Family and Nutritional Studies will have an alternative replacement for that minor which is being inactivated.

An ultimate goal is for this minor to be delivered in a hybrid format. The four core requirements will be taught as distance learning courses, and the electives are face-to-face courses. This would result in the minor being 66% online and 34% Face-to-Face. Jason Piatt, Director of Technology and Distance Education for the College of Education, Health and Human Services is assisting with the development of the distance learning components of this minor and will handle final distance learning course evaluation via the Quality Matters Rubric.

### **Alternatives and Consequences:**

Without the establishment of this minor, there will be no formal mechanism for students to supplement their major with focused study of human development and family relationships.

### **Specific Recommendation and Justification:**

Establish a minor in Human Development and Family Studies, program requirements attached

### **Timetable and Actions Required:**

Approval by HDFS faculty: August 23, 2011

Approval of LDES Curriculum Committee: October 5, 2011

Presented to EHHS Curriculum Committee: October 21, 2011

Presented to EPC: November 14, 2011

Effective Fall, 2012

# KENT STATE UNIVERSITY

## CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date 20-Sep-11 Curriculum Bulletin \_\_\_\_\_  
Effective Date Fall 2012 Approved by EPC \_\_\_\_\_

Department Lifespan Development and Educational Sciences  
College EH - Education, Health and Human Services  
Degree Minor  
Program Name **Human Development and Family Studies** Program Code  
Concentration(s) Concentration(s) Code(s)  
Proposal Establish program

### Description of proposal:

To establish a minor in Human Development and Family Studies. Currently, students wanting to take minor coursework pertaining to human development and family studies are able to do so via a minor in Food, Family, and Nutritional Studies. However, that minor is being inactivated effective Fall 2012 due to the dissolution of the School of Family and Consumer Studies three years ago.

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

Current total credit hours: 0 Proposed total credit hours 18

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

All of the coursework for this minor is currently offered for the HDFS major so there will be no effect on current programs or staffing. Students who might have been considering the minor in Food, Family and Nutritional Studies will have an alternative replacement for that minor which is being inactivated.

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

Adolescent and Young Adult Education; Early Childhood Education; Middle Childhood Education; Speech, Pathology, and Audiology; Nursing; Psychology; Nutrition; Recreation, Parks, and Tourism Management; Communication Studies

### REQUIRED ENDORSEMENTS

H. Bellmann - Jenkins 10 / 7 / 11  
Department Chair / School Director

\_\_\_\_\_  
Campus Dean (for Regional Campuse proposals) 1 / 1 /

Joanne Arkow 10 / 28 / 11  
College Dean (or designee)

\_\_\_\_\_  
Dean of Graduate Studies (for graduate proposals) 1 / 1 /

\_\_\_\_\_  
Provost and Senior Vice President for Academic Affairs (or designee) 1 / 1 /

## Human Development and Family Studies Minor

For students planning to pursue careers that involve working with people, this minor will provide valuable knowledge about biopsychosocial development and family relationships and processes across the lifespan. This minor is particularly suitable for students majoring in fields such as communications, community health education, education, nursing, psychology, public health, recreation management, sociology, speech pathology and audiology.

HUMAN DEVELOPMENT AND FAMILY STUDIES (18 credits):			
Course		Title	Credits
Core Requirements:			
GERO	14029	Introduction to Gerontology	3
HDFS	24011	Interpersonal Relationships and Families	3
	24012	Child Development	3
	44020	Adolescent Development	3
Choose 6 hours from the following upper division HDFS courses:			6
HDFS	34031	Cultural Diversity (3)	
HDFS	44021	Family Intervention across the Lifespan (3)	
HDFS	44022	Changing Roles of Men and Women (3)	
HDFS	44023	Building Family Strengths (3)	
HDFS	44028	Parent-Child Relationships (3)	
HDFS	44029	Family Policy (3)	
HDFS	44035	Assessment and Strategies in Case Management (3)	
HDFS	44036	General Case Management Methods (3)	
HDFS	44037	Positive Youth Development (3)	
HDFS	44038	Professional Child and Youth Work Practice (3)	
HDFS	44039	Bereavement, Trauma, and Other Losses (3)	

**Minutes of HDFS program faculty meeting**  
**August 23, 2011, 1:00-2:00 p.m.**

In attendance:

Kathy Bergh, Maureen Blankemeyer, Kelly Cichy, Mary Dellmann-Jenkins, Linda Pallock, Rhonda Richardson, Kathy Walker, Alicia Pieper (Stark), Scott Tobias (Stark), Steve Toepfer (Salem)

**1. The following curriculum proposals were approved:**

- Inactivate the minor in Family, Food, and Nutritional Studies  
This minor was housed in the former School of FCS and is now housed in the School of Health Sciences. Dr. Natalie Caine-Bish (Nutrition) will shepherd the proposal through the curriculum review process.  
Maureen Blankemeyer moved approval, Linda Pallock seconded the motion.  
Vote was unanimous in favor of inactivating the minor
- Establish a minor in Human Development and Family Studies  
As discussed at our April 1, 2011 meeting this new minor will consist of the following courses:  
HDFS 24011, Interpersonal Relationships and Families (3)  
HDFS 24012, Child Development (3)  
HDFS 44020, Adolescent Development (3)  
GERO 14029, Intro to Gerontology (3)  
6 additional hours of upper division HDFS coursework  
Linda Pallock moved approval, seconded by Scott Tobias. Vote was unanimous in favor of establishing the minor.
- Change prerequisites for several HDFS courses as follows:  
HDFS 44029, Family Policy – eliminate GERO 44030 and add “HDFS major”  
HDFS 44030, Family Life Education – eliminate GERO 44030 and add “HDFS major”  
HDFS 44035, Assessment & Strategies in Case Management -- Eliminate HDFS 44192 and junior standing as corequisites. Add “HDFS major” as prerequisite  
HDFS 44036 General Case Management Methods – Eliminate HDFS 44292 as corequisite. Add “HDFS major” as prerequisite  
Kathy Walker moved approval of these prerequisite revisions. Seconded by Maureen Blankemeyer. Vote was unanimous in favor of the revisions.
- Establish a minor in Nonprofit Studies  
In conjunction with the above proposal, Kathy Bergh presented a proposal to establish a minor in Nonprofit Studies to replace the undergraduate certificate. Linda Pallock moved approval; seconded by Kelly Cichy; unanimous vote in favor of establishing a minor in Nonprofit Studies.

COMM support email .txt

From: HARIDAKIS, PAUL  
Sent: Thursday, September 29, 2011 1:53 PM  
To: RICHARDSON, RHONDA  
Subject: minor in HDFS

Rhonda, the purpose of this e-mail is to offer you the support of the School of Communication Studies for your new undergraduate minor in Human Development and Family Studies. It looks like a very attractive minor. Please do not hesitate to contact me if you need anything further.

Paul Haridakis  
Professor and Interim Director  
School of Communication Studies

From: KIST, WILLIAM  
Sent: Wednesday, September 14, 2011  
11:02 AM  
To: RICHARDSON, RHONDA  
Subject: RE: proposed new minor in HDFS

Hi, Rhonda:

You did reach the right place (for 7-12 licensure). If you're also interested in reaching Middle Childhood majors, you should send an email to the the Middle Childhood Coordinator, Bette Brooks (ebrooks@kent.edu). The Middle Childhood licensure covers grades 4-9.

I forwarded your message to my ADED faculty listserv, and all who responded supported your idea. I'm sure you're aware of this, but our students have very full schedules just trying to get through their required coursework, so few will probably have the time to take any extra courses. However, every year, we do have a very few who choose to take extra coursework to get an English minor, for example, or some other subject in Arts and Sciences. We would support making your minor available to our students as well.

Let me know if you need anything else!  
Bill

William Kist, Ph.D.  
Associate Professor  
Coordinator, Adolescent and Young Adult Education  
Kent State University  
404 White Hall  
P.O. Box 5190  
Kent OH 44242-0001  
(330) 672-5839  
FAX (330) 672-3246  
wkist@kent.edu  
<http://twitter.com/williamkist>  
[www.williamkist.com](http://www.williamkist.com)

From: RICHARDSON, RHONDA  
Sent: Tuesday, September 13, 2011 4:14 PM  
To: KIST, WILLIAM  
Subject: proposed new minor in HDFS

Dear Bill,

Attached is a description of a proposed new undergraduate minor in Human Development and Family Studies. HDFS faculty believe this minor may be of interest and benefit to students majoring in Adolescent and Adult Education who have room in their plan of study for some supplemental coursework. In preparing the curriculum proposal for this minor, we are seeking your input. Specifically, could you please reply to this email to let me know whether you endorse or

support the development of this minor as something of potential relevance to undergraduate students in your program? If I could receive a reply from you no later than 5:00 p.m. on Wednesday September 20 that would be most appreciated.

If you are not the correct contact person for this inquiry, I would appreciate your forwarding this message along to the appropriate individual. If you have any questions or concerns about the proposed minor or about this request, please don't hesitate to contact me.

Thanking you in advance for your attention to this request,

Rhonda R.

Rhonda A. Richardson, Ph.D., CFLE  
Professor and Program Coordinator  
Human Development and Family Studies  
College of Education, Health, and Human Services  
406-E White Hall  
Kent State University  
Kent, OH 44242  
330-672-2026

**From:** KROEGER, JANICE  
**Sent:** Tuesday, September 13, 2011 4:29 PM  
**To:** RICHARDSON, RHONDA  
**Subject:** Re: proposed new minor in HDFS

Rhonda,

If the ECED majors could have a substitution of any other addition 3 credit hour besides the gerontology course I think it would be a very fitting minor.

I do support this option, though our students don't have a lot of time for any additional course work typically. Jk

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**From:** "RICHARDSON, RHONDA" <[rrichard@kent.edu](mailto:rrichard@kent.edu)>  
**Date:** Tue, 13 Sep 2011 16:11:59 -0400  
**To:** EHHS Tech <[jkroege1@kent.edu](mailto:jkroege1@kent.edu)>  
**Subject:** proposed new minor in HDFS

Dear Janice

Attached is a description of a proposed new undergraduate minor in Human Development and Family Studies. HDFS faculty believe this minor may be of interest and benefit to students majoring in Early Childhood Education who have room in their plan of study for some supplemental coursework. In preparing the curriculum proposal for this minor, we are seeking your input. Specifically, could you please reply to this email to let me know whether you endorse or support the development of this minor as something of potential relevance to undergraduate students in your program? If I could receive a reply from you no later than 5:00 p.m. on Wednesday September 20 that would be most appreciated.

If you are not the correct contact person for this inquiry, I would appreciate your forwarding this message along to the appropriate individual. If you have any questions or concerns about the proposed minor or about this request, please don't hesitate to contact me.

Thanking you in advance for your attention to this request,

Rhonda R.

Rhonda A. Richardson, Ph.D., CFLE  
Professor and Program Coordinator  
Human Development and Family Studies  
College of Education, Health, and Human Services  
406-E White Hall  
Kent State University  
Kent, OH 44242  
330-672-2026



From: BROOKS, ELIZABETH  
Sent: Tuesday, September 13, 2011 5:35 PM  
To: RICHARDSON, RHONDA  
Subject: RE: proposed new minor in HDFS

Rhonda, it is my pleasure to support the establishment of this minor. To be quite honest, I thought it was already in place!

Bette

Elizabeth W. (Bette) Brooks, Ph.D  
Assistant Professor  
Co-ordinator, Middle Childhood Education Social Studies Education School of  
Teaching, Leadership, & Curriculum  
330/672-0536

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From: RICHARDSON, RHONDA  
Sent: Tuesday, September 13, 2011 4:12 PM  
To: BROOKS, ELIZABETH  
Subject: proposed new minor in HDFS

Dear Bette,

Attached is a description of a proposed new undergraduate minor in Human Development and Family Studies. HDFS faculty believe this minor may be of interest and benefit to students majoring in Middle Childhood Education who have room in their plan of study for some supplemental coursework. In preparing the curriculum proposal for this minor, we are seeking your input. Specifically, could you please reply to this email to let me know whether you endorse or support the development of this minor as something of potential relevance to undergraduate students in your program? If I could receive a reply from you no later than 5:00 p.m. on Wednesday September 20 that would be most appreciated.

If you are not the correct contact person for this inquiry, I would appreciate your forwarding this message along to the appropriate individual. If you have any questions or concerns about the proposed minor or about this request, please don't hesitate to contact me.

Thanking you in advance for your attention to this request,

Rhonda R.

Rhonda A. Richardson, Ph.D., CFLE  
Professor and Program Coordinator  
Human Development and Family Studies  
College of Education, Health, and Human Services 406-E White Hall Kent State  
University Kent, OH 44242  
330-672-2026

From: CARLSON, TRACEY  
Sent: Wednesday, September 14, 2011 1:09 PM  
To: RICHARDSON, RHONDA  
Subject: RE: proposed new minor in HDFS

Hello Rhonda,

Thank you for your email. I do believe a nursing student could benefit from this program. Nurses who work in the psychiatric, community, end of life, or education might be examples of students who could benefit. The one limitation for most students will be the number of credits required once they are admitted to the nursing sequence. Traditionally, students take 15-18 credits to earn the BSN. However, there are students who take longer than the 4 year plan. These are most of the students who might benefit from this program.

It is my perspective that this may be a good option for some of the nursing students here.

Tracey Motter MSN, RN  
Director, Undergraduate BSN Programs  
Kent State University College of Nursing  
tcarlson@kent.edu  
330-672-8784

From: RICHARDSON, RHONDA  
Sent: Tuesday, September 13, 2011 4:16 PM  
To: CARLSON, TRACEY  
Subject: proposed new minor in HDFS

Dear Tracey,

Attached is a description of a proposed new undergraduate minor in Human Development and Family Studies. HDFS faculty believe this minor may be of interest and benefit to students majoring in Nursing who have room in their plan of study for some supplemental coursework. In preparing the curriculum proposal for this minor, we are seeking your input. Specifically, could you please reply to this email to let me know whether you endorse or support the development of this minor as something of potential relevance to undergraduate students in your program? If I could receive a reply from you no later than 5:00 p.m. on Wednesday September 20 that would be most appreciated.

If you are not the correct contact person for this inquiry, I would appreciate your forwarding this message along to the appropriate individual. If you have any questions or concerns about the proposed minor or about this request, please don't hesitate to contact me.

Thanking you in advance for your attention to this request,

Rhonda R.

Rhonda A. Richardson, Ph.D., CFLE  
Professor and Program Coordinator  
Human Development and Family Studies  
College of Education, Health, and Human Services  
406-E White Hall

From: GORDON, KAREN  
Sent: Wednesday, September 14, 2011 2:09 PM  
To: RICHARDSON, RHONDA  
Subject: RE: proposed new minor in HDFS

The nutrition program supports the development of the proposed minor in HDFS.

Karen Lowry Gordon, PhD, RD, LD  
Associate Professor, Nutrition & Dietetics  
Kent State University  
School of Health Sciences  
Phone: 330-672-2248  
Fax: 330-672-2194

From: RICHARDSON, RHONDA  
Sent: Tuesday, September 13, 2011 4:14 PM  
To: GORDON, KAREN  
Subject: proposed new minor in HDFS  
Dear Karen,

Attached is a description of a proposed new undergraduate minor in Human Development and Family Studies. HDFS faculty believe this minor may be of interest and benefit to students majoring in Nutrition who have room in their plan of study for some supplemental coursework. In preparing the curriculum proposal for this minor, we are seeking your input. Specifically, could you please reply to this email to let me know whether you endorse or support the development of this minor as something of potential relevance to undergraduate students in your program? If I could receive a reply from you no later than 5:00 p.m. on Wednesday September 20 that would be most appreciated.

If you are not the correct contact person for this inquiry, I would appreciate your forwarding this message along to the appropriate individual. If you have any questions or concerns about the proposed minor or about this request, please don't hesitate to contact me.

Thanking you in advance for your attention to this request,

Rhonda R.

Rhonda A. Richardson, Ph.D., CFLE  
Professor and Program Coordinator  
Human Development and Family Studies  
College of Education, Health, and Human Services  
406-E White Hall  
Kent State University  
Kent, OH 44242  
330-672-2026

From: FOLK, JOCELYN  
Sent: Wednesday, September 21, 2011 11:20 AM  
To: RICHARDSON, RHONDA  
Subject: RE: proposed new minor in Human Development and Family Studies

Hi Rhonda,  
Sorry for the late reply. Our Department does support the development of this minor. I do believe that it would be of benefit to many of our undergraduate majors. I have one question. The Department of Psychology currently offers Child Psychology and Adolescent Psychology as independent courses. They are very similar to the Child Development and Adolescent Development courses in HDFS (the Child courses have used the same text in the past). If a psychology major wanted to complete the minor, do you think that they could substitute our courses for yours (only if they have already completed the psychology versions of the courses).  
Best,  
Jill

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Jocelyn R. (Jill) Folk, Ph.D.  
Associate Professor and Coordinator of Undergraduate Program  
Department of Psychology  
Kent State University  
330.672.4095  
jfolk@kent.edu

From: RICHARDSON, RHONDA  
Sent: Tuesday, September 13, 2011 1:55 PM  
To: FOLK, JOCELYN  
Subject: proposed new minor in Human Development and Family Studies

Dear Jill,

Attached is a description of a proposed new undergraduate minor in Human Development and Family Studies. HDFS faculty believe this minor may be of interest and benefit to students majoring in Psychology who have room in their plan of study for some supplemental coursework. In preparing the curriculum proposal for this minor, we are seeking your input. Specifically, could you please reply to this email to let me know whether you endorse or support the development of this minor as something of potential relevance to undergraduate students in your program? If I could receive a reply from you no later than 5:00 p.m. on Wednesday September 20 that would be most appreciated.

If you are not the correct contact person for this inquiry, I would appreciate your forwarding this message along to the appropriate individual. If you have any questions or concerns about the proposed minor or about this request, please don't hesitate to contact me.

Thanking you in advance for your attention to this request,

Rhonda R.

Rhonda A. Richardson, Ph.D., CFLE  
Professor and Program Coordinator  
Human Development and Family Studies  
College of Education, Health, and Human Services  
406-E White Hall  
Kent State University

From: DEVINE, MARY ANN  
Sent: Thursday, September 15, 2011 1:33 PM  
To: RICHARDSON, RHONDA  
Subject: RE: proposed new minor in HDFS

Rhonda,

The curriculum you and your colleagues had developed for a minor in Human Development and Family Studies appears interesting and challenging. The Recreation, Park, & Tourism Management program supports the development of this minor and would advise students, who have this nature of interest, to pursue this minor.

Mary Ann Devine

Mary Ann Devine, Ph.D., CTRS  
Associate Professor & Coordinator  
Certificate on Disability Studies & Community Inclusion  
Recreation, Parks, & Tourism Management  
Kent State University  
316 White Hall  
Kent, OH 44242  
Email: mdevine@kent.edu  
Phone: 330-676-9686

From: RICHARDSON, RHONDA  
Sent: Tuesday, September 13, 2011 4:18 PM  
To: DEVINE, MARY ANN  
Subject: proposed new minor in HDFS

Dear Mary Ann,

Attached is a description of a proposed new undergraduate minor in Human Development and Family Studies. HDFS faculty believe this minor may be of interest and benefit to students majoring in Recreation Management who have room in their plan of study for some supplemental coursework. In preparing the curriculum proposal for this minor, we are seeking your input. Specifically, could you please reply to this email to let me know whether you endorse or support the development of this minor as something of potential relevance to undergraduate students in your program? If I could receive a reply from you no later than 5:00 p.m. on Wednesday September 20 that would be most appreciated.

If you are not the correct contact person for this inquiry, I would appreciate your forwarding this message along to the appropriate individual. If you have any questions or concerns about the proposed minor or about this request, please don't hesitate to contact me.

Thanking you in advance for your attention to this request,

Rhonda R.

Rhonda A. Richardson, Ph.D., CFLE  
Professor and Program Coordinator  
Human Development and Family Studies  
College of Education, Health, and Human Services

From: HAWKS, JOHN  
Sent: Tuesday, September 13, 2011 11:15 PM  
To: RICHARDSON, RHONDA  
Cc: ROWAN, LYNNE  
Subject: RE: proposed new minor in HDFS

Rhonda -

I am copying Lynne Rowan on this as I am trying to restrict my duties to strictly grad issues.... I am not sure who in the department it should go to... It does look like it would have some value for some of our students and I would think it would generate some interest with them.

Best wishes,

JWHawks

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From: RICHARDSON, RHONDA  
Sent: Tuesday, September 13, 2011 4:16 PM  
To: HAWKS, JOHN  
Subject: proposed new minor in HDFS

Dear John

Attached is a description of a proposed new undergraduate minor in Human Development and Family Studies. HDFS faculty believe this minor may be of interest and benefit to students majoring in Speech Pathology and Audiology who have room in their plan of study for some supplemental coursework. In preparing the curriculum proposal for this minor, we are seeking your input. Specifically, could you please reply to this email to let me know whether you endorse or support the development of this minor as something of potential relevance to undergraduate students in your program? If I could receive a reply from you no later than 5:00 p.m. on Wednesday September 20 that would be most appreciated.

If you are not the correct contact person for this inquiry, I would appreciate your forwarding this message along to the appropriate individual. If you have any questions or concerns about the proposed minor or about this request, please don't hesitate to contact me.

Thanking you in advance for your attention to this request,

Rhonda R.

Rhonda A. Richardson, Ph.D., CFLE  
Professor and Program Coordinator  
Human Development and Family Studies  
College of Education, Health, and Human Services 406-E White Hall Kent State  
University Kent, OH 44242  
330-672-2026

**Minutes of HDFS program faculty meeting  
August 23, 2011, 1:00-2:00 p.m.**

In attendance:

Kathy Bergh, Maureen Blankemeyer, Kelly Cichy, Mary Dellmann-Jenkins, Linda Pallock, Rhonda Richardson, Kathy Walker, Alicia Pieper (Stark), Scott Tobias (Stark), Steve Toepfer (Salem)

1. The following curriculum proposals were approved:

- **Inactivate the minor in Family, Food, and Nutritional Studies**

This minor was housed in the former School of FCS and is now housed in the School of Health Sciences. Dr. Natalie Caine-Bish (Nutrition) will shepherd the proposal through the curriculum review process.

Maureen Blankemeyer moved approval, Linda Pallock seconded the motion.

Vote was unanimous in favor of inactivating the minor

- **Establish a minor in Human Development and Family Studies**

As discussed at our April 1, 2011 meeting this new minor will consist of the following courses:

HDFS 24011, Interpersonal Relationships and Families (3)

HDFS 24012, Child Development (3)

HDFS 44020, Adolescent Development (3)

GERO 14029, Intro to Gerontology (3)

6 additional hours of upper division HDFS coursework

Linda Pallock moved approval, seconded by Scott Tobias. Vote was unanimous in favor of establishing the minor.

- **Change prerequisites for several HDFS courses as follows:**

HDFS 44029, Family Policy – eliminate GERO 44030 and add “HDFS major”

HDFS 44030, Family Life Education – eliminate GERO 44030 and add “HDFS major”

HDFS 44035, Assessment & Strategies in Case Management -- Eliminate HDFS 44192 and junior standing as corequisites. Add “HDFS major” as prerequisite

HDFS 44036 General Case Management Methods – Eliminate HDFS 44292 as corequisite. Add “HDFS major” as prerequisite

Kathy Walker moved approval of these prerequisite revisions. Seconded by Maureen Blankemeyer. Vote was unanimous in favor of the revisions.

- **Establish a minor in Nonprofit Studies**

In conjunction with the above proposal, Kathy Bergh presented a proposal to establish a minor in Nonprofit Studies to replace the undergraduate certificate. Linda Pallock moved approval; seconded by Kelly Cichy; unanimous vote in favor of establishing a minor in Nonprofit Studies.

**Minutes of HDFS program faculty meeting  
September 9, 2011, 12:00-1:30 p.m.**

In attendance:

Kathy Bergh, Maureen Blankemeyer, Dale Cook, Kelly Cichy, Mary Dellmann-Jenkins, Linda Pallock, Rhonda Richardson, Kathy Walker, Lisa Brittain (Stark), Alicia Pieper (Stark), Scott Tobias (Stark)

1. A sign-up sheet for 2011-12 admissions recruitment events was circulated. Faculty volunteered as follows:
  - October 12: Kathy Walker
  - October 14: Kathy Walker
  - October 18: Kathy Walker
  - October 21: Kathy Bergh
  - November 4: Kathy Walker
  - February 24: Kelly Cichy
  - March 9: Linda Pallock
  - March 28: Rhonda Richardson
  - April 3: Kathy Walker
  - April 5: Linda Pallock
  - April 11: Rhonda Richardson
  - April 18: Dale Curry
  - April 24: Maureen Blankemeyer
  - July 27: Rhonda Richardson
2. Webscheduler is working well as a tool for students to sign up for faculty advising appointments. Rhonda noted that students cannot cancel an appointment once they have made it. They will need to contact the faculty member via email or phone to have the appointment deleted from the Webscheduler calendar.
3. Rhonda circulated a copy of the Spring 2012 HDFS class schedule. The schedule will be published into FlashFAST on Monday, September 19. Registration begins on Wednesday, October 5.
4. Summer 2012 course offerings were discussed. We will offer the same classes as Summer 2011. In addition, Maureen will be offering a study abroad opportunity in Ireland during the intersession.
5. There was discussion of which HDFS courses we would like to include in the "choose 6 hours from" portion of the proposed minor in HDFS. The following courses were decided upon: HDFS 34031, 44021, 44022, 44023, 44028, 44029, 44035, 44036, 44037, 44038, 44039. Rhonda will solicit statements of support from various academic programs on campus.
6. Rhonda asked faculty to confirm the previous discussion about making the four core requirements in the minor available as online courses. Maureen is willing to develop HDFS 24011 as an online course, and Linda is willing to develop HDFS 24012. GERO 14029 and



HDFS 44020 are already available as online offerings. Rhonda will be meeting with Jason Piatt to gather more information about the process for developing online courses.

7. The following HDFS courses will be submitted for approval to satisfy the new Experiential Learning Requirement for students:

- HDFS 44192 Internship in HDFS-Case Management I
- HDFS 44292 Internship in HDFS-Case Management II
- HDFS 44092 Practicum in HDFS
- GERO 44092 Practicum in Gerontology
- GERO 43092 Practicum in Nursing Home Administration I

8. Maureen Blankemeyer explained the tentative plans for offering a section of HDFS 24011 as a study abroad course in Ireland during the Summer 2012 intersession. The course will offer a comparative analysis of interpersonal relationships and families. It will be different enough from the traditional course that she will also offer a Special Topics section at both the undergraduate and graduate levels for students who have already completed HDFS 24011.
9. Any faculty member who is interested in attending the October 16 dinner meeting of the EHHS CIE (Council for International and Intercultural Education) at the Bertram Inn in Aurora should contact Maureen Blankemeyer. Faculty who have been participating in the EHHS internationalization study group will present information about the projects they have been working on.
10. Results from the HDFS undergraduate student survey conducted earlier this year were disseminated. Faculty discussed findings of interest.
11. No significant FAC/CAC updates, as it is early in the semester
12. Regional campus updates:
  - Alicia Pieper reported that enrollment at the Stark campus is up 1.5%. There are now 16 majors that are offering coursework for 4-year degrees.

Stark State conducted a survey of their students to determine what 4-year degree programs are of greatest interest. HDFS with Child and Youth Development emerged as one program of interest. HDFS faculty at Stark campus will be meeting with their Dean to discuss options for possibly adding that concentration to their offerings. This would require the addition of new faculty.

Lisa Brittain noted that the new revised field hours requirement for practicum is creating some problems for students on the Stark campus. In order to be eligible for financial aid students need to be registered for 12 credit hours. The difficulty lies in the fact that students must now complete 14 weekly field hours for a 3 credit practicum. Combining that with 3 additional classes and job and family commitments is creating a hardship for students. Dale Curry echoed these concerns and wondered whether we might communicate this matter to the university administration.

13. Kathy Bergh explained that due to changes in the requirements for offering certificate programs she is withdrawing the previously approved proposal for a post-baccalaureate Certificate in Nonprofit Studies. Faculty unanimously concurred with this decision.
14. Rhonda distributed a list of dates for faculty advisor training sessions for the new Graduation Planning System. Faculty can sign up for training via ABC signup on the HR Training site. This will enable faculty advisors to work with students to make revisions to their GPS plans.
15. Linda Pallock will be arranging for NVIVO training for faculty interested in qualitative data analysis. Any faculty interested in participating in that training should contact Linda Pallock.

Meeting adjourned at 1:30 p.m.

Next meeting: Friday September 30 12:00-1:30 p.m. in 217 White Hall

Future dates for Fall semester: October 21; December 2.

All meetings 12:00-1:30 p.m. in 217 White Hall