KENT STATE
UNIVERSITY

FACULTY SENATE

TO:	Members of the Faculty Senate and Guests	**DATE:**	February 2, 2016
FROM:	Linda Williams, Chair of the Faculty Senate		
SUBJECT:	Agenda and Materials for the February 8, 2016 Faculty Senate Meeting		

Attached you will find the agenda and the materials for the February 8th Faculty Senate meeting. As always, we will meet in the Governance Chambers at 3:20 p.m. Refreshments will be provided.

1. Call to Order

2. Roll Call

3. Approval of the December 7, 2015 Faculty Senate Meeting Minutes

4. Provost's Remarks

5. Chair's Remarks

6. Elections: Faculty Ethics Committee

   The two (2) at-large seats are open; one (1) for a 2-year term and one (1) for a 1-year term. All other candidates will serve as alternates.

7. EPC Items from the January EPC Meeting:

   a. (Action Item) College of Business Administration - Department of Management and Information Systems: Re-activation of the Human Resource Management major within the Bachelor of Business Administration degree. The major was offered previously from 1980 until 1995. Minimum total credit hours to program completion are 120. Effective Fall 2016.

   b. (Information Item) College of Arts & Sciences - Department of Geography: Initial inquiry to establish an Environmental Studies major within the Bachelor of Arts degree.

8. New Business: Discussion on Bookstore Concerns

9. Announcements / Statements for the Record

10. Faculty Senate Meeting Adjournment

KENT STATE
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FACULTY SENATE
Minutes of the Meeting
December 7, 2015

Senators Present: Patti Baller, Vinay Cheruvu, Jeffrey Child, Ed Dauterich, David Dees, Ali Erritouni, Paul Farrell, Christopher Fenk, Lee Fox, George Garrison, Pamela Grimm, Bruce Gunning, Todd Hawley, Min He, Albert Ingram, Robert Kairis, Kathy Kerns, Darci Kracht, Cynthia Kristof, Satyendra Kumar, Tracy Laux, Stephen Minnick, Oana Mocioalca, Mary Mooney, Larry Osher, Linda Piccirillo-Smith, Mary Beth Rollick, Andrew Shahriari, Denice Sheehan, Deborah Smith, Fred Smith, John Stoker, Robert Twieg, Roberto Uribe, Theresa Walton-Fisette, Donald White, Linda Williams, Kathryn Wilson

Senators Not Present: Ann Abraham, Vanessa Earp, Mary Lou Ferranto, Jay Jahangiri, Jihyun Kim, Jayne Moneysmith, Thomas Norton-Smith, Arden Ruttan, David Smeltzer, Terrence Uber

Ex-Officio Members Present: President Beverly Warren; Senior V.P. for Academic Affairs and Provost Todd Diacon; Vice Presidents: Paul DiCorleto, Ed Mahon, Charlene Reed; Deans: James Blank, James Bracken, Barbara Broome, John Crawford-Spinelli, Donald Palmer, Eboni Pringle, Deborah Spake, Douglas Steidl, Melody Tankersley; Director Robert Walker

Ex-Officio Not Members Present: Vice Presidents: Alfreda Brown, Gregg Floyd, David Garcia, Iris Harvey, Deborah Huntsman, Shay Little, Jeff McLain, Willis Walker; Deans: Sonia Alemagno, Allan Boike, Mark Kretovics, Amy Reynolds, Robert Sines, Susan Stocker

Observers Present: Jerry Feezel (Emeritus Professor), Fritz Yarrison (GSS)

Observers Not Present: Brian Cannon (USS)

Guests Present: Sue Averill, Ken Burhanna, LuAnn Coldwell, Edward Collins, Fashaad Crawford, Paul Fehrmann, Jay Frye, Mary Ann Haley, LuEtt Hanson, Melissa Hunter, Lynette Johnson, Tess Kail, Michael Kavulic, John Majernik, Karen Mascolo, Molly Merryman, Mandy Munro-Stasiuk, Steve Nameth, Willie Oglesby, Gail Rebeta, Coleen Santee, Scott Sheridan, Ken Slenkovich, Cynthia Stillings, Therese Tillett, Jarrod Tudor, Jason Wearley

1. Call to Order

Chair Williams called the meeting to order at 3:20 p.m. in the Governance Chambers located on the second floor of the Kent Student Center.

2. Roll Call

Secretary Farrell called the roll.

3. Approval of the Faculty Senate Meeting Minutes of October 12, 2015

Chair Williams called for a motion to approve the minutes of the Faculty Senate meeting of November 9, 2015.

A motion to approve the minutes was made and seconded (Mocioalca/Kracht) and passed unanimously.

4. Remarks from President Beverly Warren

President Warren thanked the faculty for all that they do during the semester. She then discussed the strategic roadmap that she would be sharing with the Board of Trustees at their meeting the following day and at which they would be asked for their endorsement. President Warren reminded Senate that this strategic visioning process has been ongoing since March of last academic year, and she appointed a strategic advisory committee including faculty, staff, students and administration, which worked through the summer to continue to shape the strategic road map. She just wanted to share some of the highlights.

The road map proposal available on vision.kent.edu evolved over that period. The vision was endorsed by the board in September while work continued on the mission, core values and priorities.

The mission statement is dramatically different from the past, and the idea was to try to shorten it to really capture what it is that we do in one sentence. Vision statements today tend to be either one to three words or no more than a whole sentence. The core values have remained largely the same as those presented in March of this past academic year. These once again were developed with great input through the forums and the electronic suggestions received.

President Warren then outlined some of the key points. These include a distinctive blend of teaching, research and creative excellence, the idea of engagement that inspires change, the idea of valuing diversity of cultural beliefs and identity, the value of freedom of expression and the free exchange of ideas, and respect and kindness and purpose in all we do.

Because of limited time, she limited her presentation to 6 of what are called university-level initiatives. The university level initiatives are new and try to describe how those priorities might come to life in a multidisciplinary cross division cross campus way.

The first initiative is to align the undergraduate education experience to focus on purposeful and essential learning outcomes. She was not suggesting that we blow up things like the core curriculum, but she is asking the Centre for Teaching and Learning to take this on and see how we might learn from the Association of American Colleges and Universities that have been working at essential learning outcomes for at least six to eight years. One question is how do we as a university articulate to the outside world, particularly legislators, media, and parents, that we believe that education needs to be more than job preparation for a student's first job. It needs to prepare them for life and for jobs they might create, jobs that may not even yet exist or jobs that they will move to and find their passion in during their career.

Another initiative is to strengthen the diversity and cultural confidence of students, faculty and staff system-wide. A key component of this initiative would be recruitment and retention of more students and faculty of color as well as more female faculty in the sciences and having more female faculty progressing through the ranks to full professor. This is the initiative that looks at diversity at its largest form but realizes that having a more diverse faculty is extremely important to diverse students.

A third initiative is to build a culture of research and innovation. This continues the idea around becoming better known for the great research that is currently existing here at our university. There are so many pockets of excellence across the University. We need to highlight those and develop multidisciplinary centers of research excellence where we approach problems and challenges from many different directions and many different disciplines. We have a Vice President for Research that she believes can lead us very wisely through this collaborative process. This is not, as occurred in the past, that the administration would dream up pockets of excellence and

then announce them to the faculty and go hire in areas where we don't have the current capacity. This will be consulting the grass roots as to what are the pockets of excellence at Kent State and how do they meld into a large multi-disciplinary center approach. Embedded in there is support for faculty and better infrastructure to assist faculty in conducting their research.

A fourth is to identify, communicate and enhance support for academic programs. How these are developed or named will be up to the Provost, Deans, and the faculty and department chairs with the aim of better highlighting programs of excellence. She pointed out that the bottom line in this is there are no prominent academic programs without prominent faculty that really push those programs along. So one of the tenants this initiative is to increase the percentage of tenure track faculty on our campuses. Our goal will be, as the Faculty Senate Chair suggested, to increase the percentage of tenure-track and tenured faculty to 70% of the total full time faculty.

A fifth initiative is what is called a "great place" initiative. This initiative will be the primary way to address the recommendations coming out of the climate study.

A final initiative is to establish a culture of sustainability and continuous improvement. This initiative is driven by what she has heard from the moment she arrived at Kent State that we need better transparency around our budget model and around how we fund programs and divisions. Part of that will be a full review the university's RCM budget model starting with the FaSBAC report. Dr. Mark Polatajko, who will arrive January 2nd, knows that the review of the RCM budget model will be one of his top priorities and the aim is to complete that review by end of June so that there is a different budget model when we start the next fiscal year. A part of this is also continuous improvement meaning how do we evaluate what we're doing, how can we become more effective and efficient at what we're doing, and how might we reallocate resources toward our greatest priorities and what would be the model to get there.

She thought that those she highlighted would be of great interest to the Faculty Senate. Within this document, there is also an identification of peer and aspirational institutions for faculty review. This suggests 6 peer institutions. Since we are making the case that Kent State University is a national university, our peers are national peers. It also identifies aspirational institutions, that is not necessarily institutions that we would like to become more like, but more as exemplars of how they made great progress at their university. What processes, policies and programs got them to their distinctiveness?

President Warren outlined the next steps starting with the presentation to the Board of Trustees, more town hall meetings starting in January, continued opportunities for input by mailing to vision@kent.edu. The intention is to create work groups largely made up of a diverse group of faculty, staff and students and decide how we might align Colleges and departments with the strategic roadmap. It is not intended to be restrictive, but it does chart us in a direction that she hopes people will find exciting.

Questions for President Warren:

Professor Oglesby asked which aspirational institution represents our research aspiration. President Warren indicated that all had research incomes in excess of $200 million, and VCU had increased its income from $220 to $300 million.

Senator Fenk asked whether the aim of 70% tenure-track faculty also applied to the regional campuses. President Warren indicated that it was an overall percentage and might not be the same at regional campuses. It would depend on the cases made by Deans.

Senator Garrison indicated approval of the 70% goal. He inquired if converting non tenure-track to tenure-track was considered, and would those responsible for hiring be held accountable. President

Warren indicated that much of the initiative is designed to improve climate and culture, and that a $1 million pool is being made available to recruit diverse faculty. Senator Garrison also remarked that retention depended on a fair system of reappointment, tenure and promotion. President Warren indicated that the question is whether we are abiding by the policies. Senator Garrison asserted that it is a travesty to reach 6 years of service without negative comments and then be denied tenure. Chair Williams said that the policies and processes are fine, but they need to be followed.

5. Remarks from Faculty Senate Chair, Linda Williams

Chair Williams indicated that she would keep her remarks brief, but first wanted to extend her warmest wishes in however one celebrates the winter solstice.

She indicated that no one was going to mess with the Kent Core as long as she had breath in her body. She also wished that we would create a culture of excellence for students. At the moment, she is shocked when students do the assigned reading. We need to create a culture where students are expected to do their best and come to class prepared.

The University Research Council is looking for nominations for the Outstanding Research and Scholarship Awards. She called on faculty to nominate themselves or colleagues whom they believed are deserving.

The LGBTQ community is in the process of starting an LGBTQ Faculty and Staff Association for Kent State. It was highly recommended by other Faculty/Staff Associations that the President of such an organization be a tenured or tenure-track faculty member. They are reaching out across the university in search of faculty members that would be interested in this position and starting this organization. If faculty are interested or know of someone who is, she asked them to contact Amanda Leu.

She them introduced Dr. Ed Mahon, Vice President for Information Services and Chief Information Officer, to address Senate's IT concerns.

6. Old Business: IT Concerns (Dr. Ed Mahon - VP, Information Services & CIO):

Vice-President Mahon hoped this might be the beginning of more such occurrences, and he was willing to come back and talk about things that are important to a lot of us. For this presentation, he intended to speak directly to the questions the chair asked, and he brought a few of his staff members to speak specifically to them. He also intended to toggle between those questions and some broader ones. He grouped the questions into related groups.

Vice-President Mahon listed about a half a dozen more general questions to ponder. How do we manage complexity, risk, cost and value? The complexity of the technology infrastructure is enormous. Then there is risk not only as it applies to stealing our data and disrupting our service, but it's risking which project to undertake and ensure the investments that we make in them are successful. Keeping a lid on the cost is very important as well. Over the last 5 years, we've held the line in the IT department. Another is how we keep pace with the rapid pace of technology. In some instances, if you take too long to implement it, the need for and the nature of the technology will change. How do we defend our data and server from cyberattacks? How do we better hire, train and retain qualified staff? How do we manage the insatiable appetite and expectations from the entire university community? These are broader questions that he would be glad to discuss informally with people or in a future discussion with Senate.

For the first three questions, he introduced Senior Associate Provost Melanie Tankersley and Colleen Santee, Executive Director of Information Services to address them. Senior Associate Provost Tankersley first addressed the two-year delay in implementing the policy where students

can self-register into a class only during the first week or the prorated time for classes of less than 15 weeks. Recall the reason was that our students who were registering themselves during that second week or going through the process of getting permission to enter later in the class even, were really not doing very well in those classes that they added in late. We changed the policy to say they needed instructor permission to register in the second week, with the provision that it would only go into effect if we had the computer process all worked out. The Provost's office had trouble in defining the process before passing it to IT. It was ready in the Fall, but she realized that it wasn't capturing the prerequisites well enough. At that point, she pulled it, so that faculty would not get a request and not have a way of knowing whether a student has actually completed the prerequisites. A faculty member can let a student in without the prerequisites, but she wanted them to know that a student hasn't met them. This would have required the faculty to use Banner. They are on schedule now for that to roll out in spring and hoping by the first of next week that they will have all of the screenshots and e-mail to all faculty.

Senator Farrell remarked that he did not believe that Senate mandated a delay until software was available, but rather that it be brought back to Senate if it was not implemented. Generally, the question is when Senate mandates an action, why does it take 2 years to implement it? Senior Associate Provost Tankersley replied that she thought the policy said that it would be implemented when it was computerized, and that she was happy at any point to give a report to Faculty Senate on the progress on any of the policies. Senator White indicated that it was our understanding that there's always an implementation date on all the policies and that it wasn't met. The other thing he was not clear on was the business about the prerequisites, because it doesn't seem that Banner is capable of keeping people out that don't have the prerequisites anyway. This fall, the departmental secretary was going through all the classes and seeing if each student had the prerequisites by hand. Senior Associate Provost Tankersley indicated that she had not realized that Banner wasn't taking care of prerequisites.

Senator Laux opined that it seems that implementing this would have been at the very top of the list, and it would have pushed many things aside because so many students are so detrimentally affected by letting them register in week two. There is also the detrimental effect on non tenure-track faculty being bombarded with comments about DWF rates when we have a policy at this university that encourages students to basically fail courses by joining them late. Melody Tankersley agreed and acknowledged that we need to improve.

Dean Pringle explained that one issue is that students register before they complete the courses which may be prerequisites and what Banner cannot do is go back and take the student out if they don't pass.

Senior Associate Provost Tankersley then addressed the Blackboard question about whether grades that are recorded in Blackboard can roll into Banner automatically. The answer is yes. She has a lot of faculty concerned about the complexity of Blackboard's grading. The concern is that the grades in Blackboard may not be the final grades and how rolling these automatically might affect the integrity of the academic record. She would like to have some people look at whether we roll directly from Banner or is there a process that we need in place that you opt in for that. Does it automatically happen with every person that uses Blackboard? She indicated that she needed a semester to look at that to understand how to actually operationalize that process. Secretary Farrell remarked that this was something that was discussed by the University Council on technology at least three or four years ago and possibly longer. What was suggested was providing a button in Blackboard that faculty could push to transfer grades if they wish, not that it be done automatically for all grades. Senior Associate Provost Tankersley indicated that that sounded great. Also she was not in the position five years ago, so she was not aware of the history. Senator Grimm indicated that she was the person who first brought this to Faculty Senate approximately 9 years ago, and that this is the very first time someone has said we can do that. About 6 years ago, someone said that we could not do that, but if you give us a download of the grades in an Excel format then they

could upload it for you. The big issue was large sections because the likelihood of error when one is entering 500 or 600 grades is quite high, and it takes an incredible amount of time to get those grades in. Senior Associate Provost Tankersley indicated that it was her understanding that we can do it, and she was looking at the Registrar's office for a head nod one way or the other.

Chair Williams asked about Curricunet. Senior Associate Provost Tankersley replied that after using it for a year and a half, we were not able to implement it fully. This is because Kent State is too complex a system for the software to be able to do it for us. Her understanding is that we have gotten out of our contract. We are looking into the process of getting a new vendor. The feedback that we have is that faculty like the opportunity of that kind of system, and we just need the right system.

Senator Child said that we were told there would be macros to enter academic presence verification and asked were those coming? Senior Associate Provost Tankersley indicated that they were in week two and screen shots to walk faculty through it will be available in week four.

Vice-President Mahon indicated that many of these issues fall between policy and technology and prioritization and use of our resources and that he wished to address the issue of the time items remain in the queue. Some of the software, for example, between Banner and Blackboard has been sitting and ready to go. There just has to be a close cooperation between what the usage is, what the policy is, and what the technology is. For processes related to the Provost's office, he asks them to prioritize what the work should be. Melody and Colleen and about 6 people on both sides meet weekly. There are also many compliance and government regulatory issues that always take priority. He enumerated examples of the type of work that IT has done over the last few years.

Vice-President Mahon deferred to Dean Blank to answer the questions about computer security problems and issues in Physics, Chemistry and Biology. They have over 800 computers used for teaching, administration and research. About half of 600 research machines are not encrypted because they interfere with research use. The purpose of encryption is to protect grades, Banner IDs etc. Problems arise when use is mixed. There is a policy in place which allows computers to not be encrypted, if it interferes with use. Another issue is the administration software which makes sure updates are applied to software to prevent hacking etc. He was impressed with IT's handling of security problems.

President Warren indicated that she had heard many dissatisfactions with the navigation of the website, and the Vice-President is aware of the concerns.

7. EPC Items from the November 16, 2015 meeting:

A. Action Items:

1. College of the Arts - School of Art: Revision of name for the Crafts or Fine Arts major—to Studio Arts—within the Bachelor of Arts degree. The change consolidates the two concentrations in the present major to one program of study in the proposed major (with no concentrations). Minimum total credit hours to program completion are unchanged at 120. Effective Fall 2016.

2. College of the Arts - School of Art: Consolidation of Crafts and Fine Arts majors into one major—renamed Studio Arts—within the Bachelor of Fine Arts degree. The Studio Arts major will have eight concentrations: Glass; Textiles; Painting; Drawing; Ceramics; Sculpture; Print Media and Photography; and Jewelry, Metals and Enameling. Minimum total credit hours to program completion are unchanged at 120. Effective Fall 2016.

Chair Williams suggested combining items 1 and 2 and taking them as one motion. Dean Crawford outlined the motions. The combined motion was proposed and seconded (Crawford/Uribe-Rendon) and passed unanimously. Senator Fred Smith indicated that this is just bringing the program into conformance with current thinking in the area.

3. College of Arts and Sciences / Regional College - Department of Biological Sciences: Revision of administrative oversight for the Bachelor of Applied Horticulture degree, the Horticulture Technology major within the Associate of Applied Science degree and their associated HORT courses, from their present home in the Department of Biological Sciences within the College of Arts and Sciences to their proposed home in the Regional College. Effective Fall 2016.

   The topic was presented by Dean Blank. The motion was proposed and seconded (Fenk/Rollick) and passed unanimously.

4. College of Arts and Sciences: Establishment of a Center for the Study of Gender and Sexuality. The proposed center will provide faculty and students with a structure to pursue individual and collaborative multidisciplinary research and creative projects in the study of gender and sexuality. The center will administer the existing minors in Women's Studies and Lesbian, Gay, Bisexual and Transgendered Studies and related courses (10 WMST courses)—presently administered by the Center for Comparative and Integrative Programs. Effective Fall 2016.

   Dean Blank introduced Associate Professor Molly Merryman to present details of the proposal. She outlined the planning process during the Spring, which included a planning committee consisting of 15 members including 13 tenure-track, non tenure-track and adjunct faculty. The details of this proposal are a result of this committee's work. The motion was proposed and seconded (Dauterich/F. Smith) and passed unanimously.

5. College of Arts and Sciences: Department of Geography: Establishment of Cyber Geographic Information Science post-baccalaureate certificate to be offered 100 percent online only. Minimum total credit hours to program completion are 15. Effective Fall 2016.

6. College of Arts and Sciences: Department of Geography: Establishment of Environmental Geographic Information Science post-baccalaureate certificate to be offered 100 percent online only. Minimum total credit hours to program completion are 15. Effective Fall 2016.

   Chair Williams suggested combining items 5 and 6 and taking them as one motion. Dean Blank and Associate Dean Haley presented the proposal. The combined motion was proposed and seconded (Mocioalca/Gunning) and passed unanimously.

7. College of Arts and Sciences: Department of Psychological Sciences: Revision of name for the Experimental Psychology major within the Master of Arts degree. Name changes to Psychological Science. Effective Fall 2016.

8. College of Arts and Sciences: Department of Psychological Sciences: Revision of name for the Experimental Psychology [EPYC] major within the Doctor of Philosophy [PHD] degree. Name changes to Psychological Science [PYSC]. In addition, a lesser action item, admission and course requirements are revised to include removing MA or MS degree in psychology from admission criteria, and adding PSYC 71651, PSYC 71654, PSYC 72685, PSYC 71894, PSYC 81199 and additional program electives as required. Minimum total credit hours to program completion are 60 (post-master's) and 90 (post-bachelor's). Effective Fall 2016.

   Chair Williams suggested combining items 7 and 8 and taking them as one motion. Associate Dean Haley presented the proposal. The combined motion was proposed and seconded (Mocioalca/Kairis) and passed unanimously.

9. College of Business Administration: Department of Economics: Establishment of Data Analytics minor to be offered at the Kent Campus. Minimum total credit hours to program completion are 18. Effective Fall 2016.

   Dean Spake presented details of the proposal. The motion was proposed and seconded (Wilson/Grimm). Senator Fenk inquired why this minor could not be taken by students at the regional campuses. Senator Dees wondered if the reference to the Kent Campus could be deleted. Senator Wilson replied that, although some of the classes are available at regional campuses, not enough are available to take the entire minor there. Senator Fenk asked if students could take some classes at the regional campuses. Dean Spake replied that they could and then transfer to the Kent campus to complete the minor. Therese Tillett clarified that the proposal mentioned the Kent campus, since that section of the proposal needs to specify campuses where the degree is offered in full.
   The motion passed unanimously.

10. College of Nursing: Substantial revision of course requirements for the Advanced Practice Nursing major within the Doctor of Nursing Practice degree. Revision includes replacing all required courses and removing 34 credits of master's coursework from total hours required for graduation. Minimum total credit hours to program completion decrease, from 37 to 30 (doctoral credits). Effective Fall 2016.

    Dean Broome and Dr. Stone presented details of the proposal. The motion was proposed and seconded (Garrison/Piccirillo-Smith) and passed unanimously.

11. College of Public Health: Establishment of Environmental Health Sciences minor to be offered at the Kent Campus. Minimum total credit hours to program completion are 18. Effective Fall 2016.

12. College of Public Health: Establishment of Health Services Administration minor to be offered at the Kent Campus. Minimum total credit hours to program completion are 18. Effective Fall 2016.

    Chair Williams suggested combining items 11 and 12 and taking them as one motion. Assistant Dean Slenkovich presented the proposal. The combined motion was proposed and seconded (Cheruvu/ Mocioalca) and passed unanimously.

13. Regional College: Establishment of Floriculture post-secondary certificate to be offered at the Geauga and Salem campuses. Minimum total credit hours to program completion are 19. Effective Fall 2016.

14. Regional College: Establishment of Greenhouse Production post-secondary certificate to be offered at the Geauga and Salem campuses. Minimum total credit hours to program completion are 19. Effective Fall 2016.

    Chair Williams suggested combining items 13 and 14 and taking them as one motion. Interim Associate Provost and Dean Nameth presented the proposal. The combined motion was proposed and seconded (Gunning/Kairis) and passed unanimously.

B. Information Items:

The following items were action items at EPC and are being forwarded to the Faculty Senate as information items. These are inactivations and there were also two letters of intent to Columbus for new programs namely a B.S. in Aeronautical Systems Engineering Technology and a B.S. in American Sign Language.

1. College of the Arts - School of Music: Inactivation of Musicology major within the Master of Arts degree. Admission to this program has been suspended since fall 2012. Effective Fall 2016.

2. College of Education, Health and Human Services - School of Teaching, Learning and Curriculum Studies: Inactivation of Curriculum and Instruction–Mathematics Specialization major within the Master of Arts and Master of Education degrees. The curriculum for the program is duplicated in the Mathematics Education concentration in the Curriculum and Instruction major; there is no need for two majors with the same curriculum. Effective Fall 2016.

3. College of Education, Health and Human Services - School of Teaching, Learning and Curriculum Studies: Inactivation of the Early Childhood Education major within the Master of Arts degree. The major within the Master of Education degree will continue to be offered. Effective Fall 2016.

4. College of Nursing: Inactivation of the Advanced Nursing Practice major within the Doctor of Nursing Practice degree. This major functioned as a post-baccalaureate doctorate; post-BSN degree students will earn the MSN degree before matriculating to the DNP degree. Effective Fall 2016.

5. Regional College: Inactivation of Aviation Management Technology major within the Associate of Applied Science [AAS] degree. The degree program was established on the Ashtabula Campus and has never been offered. All AMRT courses were inactivated Spring 2015. Effective Fall 2016.

6. Regional College: Inactivation of Systems/Industrial Engineering Technology major within the Associate of Applied Science degree. Student enrollment in the program, offered on the Trumbull and Tuscarawas campuses, has been low, graduation rate even lower, and there are no full-time faculty. The last student enrolled was in Fall 2014. Effective Fall 2016.

8. New Business

Senator White inquired about the use of the stopped attending grade. Senior Associate Provost Tankersley replied that it was appropriate to use it up to the end of the class.

9. Announcements / Statements for the Record

Senator Dees announced the availability of the web site SSIreview.kent.edu for input on the student survey of instruction. A second question has now been put up. Senator Dees asked for input and indicated that the committee would see a presentation from Senator Deb Smith, and have a retreat in January. They will report back to Senate shortly afterwards. Senator Dees encouraged senators to use the site and to encourage colleagues and students to use it to give feedback.

Senator Piccirillo-Smith asked a question about when to enter the SF grade. Senior Associate Provost Tankersley answered that, when a student stops attending, it could affect how much financial aid is awarded. It depends on how much of the course they actually attended and on how much is provided through financial aid.

Senator Piccirillo-Smith asked whether, if an SF is entered in the last week, it could potentially remove some aid.

Senior Associate Provost Tankersley answered that the best thing to do is to ask financial aid directly. In reality, that shouldn't affect what's happening. The decision should be a true reflection of what happened in the course.

Senator Deb Smith outlined another scenario. A student has an SF grade submitted in week 6 or 7. The student then came back for a while. She made it clear that if the student completed the course, it would be changed to whatever they earned. But now the student has been gone again for about 3 weeks and she did not anticipate seeing the student again. So which SF date should be entered?

Senior Associate Provost Tankersley answered that, if there was academic activity when the student came back, it should be updated to the second date.

Senior Associate Provost Tankersley indicated that the purpose of the policy is not to penalize or to be punitive in any way with students regarding federal financial aid. We have to have an accurate record of academically what happened, so if the student participated in academics, then we should update the record so that the financial aid would cover even that much more for that time.

Chair Williams hearing no further announcements adjourned the meeting and wished everyone a lovely winter solstice.

10. Adjournment

Chair Williams adjourned the meeting at 5:10 p.m.

Paul Farrell, Secretary
Faculty Senate

Faculty Ethics Committee (FEC)

CLASSIFICATION: Faculty Senate Committee

REPORTS TO: Chair of the Faculty Senate

CHARGE: This Committee shall be empowered to hear or review any charge of unethical professional conduct submitted to it only after established consultative procedures at the departmental and collegial levels have been utilized. The Committee may rule that a particular charge should be filed as a grievance under provisions of the collective bargaining agreement. The Committee shall be empowered to request any and all parties to submit evidence related to the nature of the charge, and shall have the power to request that witnesses give testimony before the Committee. The Committee shall be empowered to make the following recommendations: to the Senate to censure, or to the Provost to impose sanctions, or other actions deemed appropriate.

COMPOSITION: The Committee shall consist of nine (9) faculty members. Two members shall represent the faculty at-large. One member each shall represent 1) Colleges of Architecture and Environmental Design and the Arts; 2) College of Arts and Sciences; 3) College of Business Administration; 4) College of Communication & Information; 5) College of Education, Health, and Human Services; 6) Regional Campuses (college and departmental affiliations shall be ignored); and 7) College of Nursing, College of Applied Engineering, Sustainability and Technology, College of Public Health, University Libraries.

QUALIFICATIONS OF FACULTY MEMBERS: Faculty nominated for election to this Committee must be full-time tenured faculty.

TERM: Committee members will serve for two (2) years, with half the Committee elected in any year. Newly elected members shall begin their duties on the Committee on September 15.

MEANS OF APPOINTMENT: At-large members shall be nominated and elected from and by the Faculty Senate. At least two candidates shall be nominated for each vacancy. The representative members shall be nominated by the advisory councils of their units. At least two candidates shall be nominated for each vacancy. In the case of Units 1, 6 and 7, each of its advisory councils shall nominate one candidate. The faculty of each unit shall vote to select the unit's representative to the Committee.

ALTERNATES: Alternates for unit and at-large representatives shall be listed in descending order based on votes received. The term for alternates shall be for the remainder of the elected term.

CALL: The Committee shall be convened at the call of the Faculty Senate Chair shortly after the terms of the new members begin on September 15.

CHAIR: The Chair of the Committee shall be elected annually by the Committee at its first meeting from its membership. By September 1 of each year, the Chair shall report to the Chair and Executive Committee of the Faculty Senate the number and type of cases presented during the year and its recommendation for each case.

COMMENTS: The election of members for this Committee shall be conducted in the spring semester, according to established Faculty Senate procedures.

CANDIDATES for At-Large Members
(ballots will be attached to your name tent)

- ☐ Lee Fox
- ☐ Jay Jahangiri
- ☐ Thomas Norton Smith
- ☐ Susan Roxburgh
- ☐ (write in) _____

Effective: April 11, 1984
Approved by Committee on Committees, April 29, 1998
Updated and Approved by Committee on Committees, May 11, 2010
Revised by the Committee on Committee, April 3, 2012

KENT STATE
UNIVERSITY

TO: Educational Policies Council

FROM: Senior Vice President and Provost Todd A. Diacon

SUBJECT: Agenda for January 2016 Meeting and Vote by E-Mail Listserv

DATE: 19 January 2016

The January EPC meeting will be conducted electronical via the EPC listserv. All motions, discussion and votes will be recorded in the minutes.

UNDERGRADUATE EDUCATIONAL POLICIES COUNCIL

ACTION ITEM

College of Business Administration

Department of Management and Information Systems

1. Re-activation of the Human Resource Management [HRM] major within the Bachelor of Business Administration [BBA] degree. The major was offered previously from 1980 until 1995. Included in the proposal is establishment of seven courses. Minimum total credit hours to program completion are 120.
   Effective Fall 2016 (pending final approvals) | Attachment 1: Proposal; Needs Assessment, Support Letters and Catalog Copy

INFORMATION ITEM

College of Arts and Sciences

Department of Geography

1. Initial inquiry to establish an Environmental Studies major within the Bachelor of Arts degree. (A full proposal will come for a vote at a future EPC meeting.)
   Attachment 2

LESSER ACTION ITEMS

Course Revisions Effective Fall 2016

MIS 34187 International Experience in Human Resource Management (3) ..... New

MIS 44185 Staffing Human Resources (3) ..... New

MIS 44445 Global Human Resource Management (3) ..... New

MIS 44492 Business Experience and Internship in Human Resource Management (3) ..... New

MIS 44499 Human Resource Business Consulting and Project (3) ..... New

MIS 44660 Performance Management and Compensation Systems (3) ..... New

MIS 44763 Human Resource Analytics and ERP Systems (3) ..... New

Agenda prepared by the Office of Curriculum Services

KENT STATE
UNIVERSITY
OFFICE OF THE PROVOST

TO: Linda L. Williams
Chair, Faculty Senate

FROM: Therese E. Tillett
Executive Director, Curriculum Services

SUBJECT: Transmittal of items from the Educational Policies Council

DATE: 27 January 2016

In accordance with Faculty Senate Bylaws, I formally convey to you, with this memorandum, the following motion passed on 25-26 January 2016 by the Educational Policies Council for appropriate review by the Faculty Senate. Although the Senate may not want to review these items, it is helpful to have the Senate's consideration of the recommendations related to policy formation or substantial changes to programs.

College of Business Administration

Department of Management and Information Systems

Re-activation of the Human Resource Management major within the Bachelor of Business Administration degree. The major was offered previously from 1980 until 1995. Minimum total credit hours to program completion are 120.
Effective Fall 2016 (pending final approvals)
Proposal; Needs Assessment, Support Letters and Catalog Copy

EC: Todd A. Diacon, senior vice president for academic affairs and provost
Teresa L. Kail, secretary for Faculty Senate
Karen M. Keenan, project director for academic affairs
Emily S. Myers, assistant to the senior vice president for academic affairs

Ohio | Department of Higher Education

John R. Kasich, Governor
John Carey, Chancellor

Request for Approval

Submitted by
Kent State University

Reactivation of the Bachelor of Business Administration Degree in Human Resource Management

Date to Come

KENT STATE UNIVERSITY

TABLE OF CONTENTS

Section 1: Introduction 3

Section 2: Accreditation 5
Regional accreditation 5
Results of the last accreditation review 5
Notification of appropriate agencies 5

Section 3: Academic Leadership—Institution 5
Mission statement 5
Organizational structure 6

Section 4: Academic Leadership—Program 6
Organizational structure 6
Program development 7
Collaboration with other Ohio institutions 10

Section 5: Student Support Services 11
Admission policies and procedures 11
Student administrative services 12
Student academic services 12

Section 6: Curriculum 13
Introduction 13
Program goals and objectives 13
Course offerings/descriptions 14
Program sequence 18
Alternate delivery options 18
Off-site program components 18

Section 7: Assessment and Evaluation 19
Program assessment 19
Measuring student success 20

Section 8: Faculty 21
Faculty appointment policies 21
Program faculty 22
Expectations for professional development/scholarship 22
Faculty matrix 23

Section 9: Library Resources and Information Literacy 24
Library resources 24
Information literacy 25

Section 10: Budget, Resources and Facilities 25
Resources and facilities 25
Budget/financial planning 25

Appendices 27

Signature Page 27

REQUEST

Date of submission: *date pending*

Name of institution: Kent State University

Degree/degree program title: Bachelor of Business Administration degree in Human Resource Management

Delivery sites: Kent Campus

Primary institutional contact for the request

Name: Therese E. Tillett
Title: Executive Director, Curriculum Services
Office of the Provost
Phone number: 330-672-8558
E-mail: ttillet1@kent.edu

Date that the request was approved by the institution's governing board:
Approved by the Kent State University Faculty Senate on *date pending* and the Board of Trustees on *date pending*

Proposed start date: Fall 2016

Date Institution established: 1910

Institution's programs: Degree programs at the associate, bachelor's, master's, post-master's, doctoral levels; undergraduate and graduate certificates (total 326 majors in 44 degrees and 67 certificates as of fall 2015)

Educator Preparation Programs:
Leads to licensure/endorsement No

SECTION 1: INTRODUCTION

1.1 Summary

Kent State University proposes reactivating the Human Resource Management major within the Bachelor of Business Administration degree. The human resource management program of study has been a fixture at Kent State for more than 30 years. The undergraduate major was offered from 1980 until 1995 when it was inactivated due to a decrease in full-time faculty dedicated to the major. At that time, the major had an average enrollment of 65 students and an average graduation of 40 students each year. Human resource management continued as a concentration within the undergraduate Business Management major from 1996 to 2002. Since 2002, it has been an undergraduate minor available to all students and has steadily increased in enrollment, from 19 students in fall 2003 to 72 students in fall 2015 (15th day census).

In addition, a human resource management concentration is offered within the MBA and PhD degrees in Kent State's College of Business Administration.

The maintenance and improvement of the College of Business Administration's national ranking requires robust curricula with qualified and experienced faculty. The college has four full-time faculty members who have published widely in the human resource literature, including those with several years of practical experience in human resource management. Further, the college has hired experienced human resource practitioners, including managers and vice presidents of corporations, as part of its adjunct faculty core to provide ancillary instruction and training to students through internships. These individuals also participate in the College's HR Forum where panels of human resource practitioners discuss current issues and practices in human resource management to audiences of students, faculty and professionals.

In addition, the college hosts a student chapter of the Society for Human Resource Management (SHRM). As part of program development, Kent State requested that the national office of SHRM perform an accreditation analysis of the university's proposed curriculum. SHRM offers an accreditation process (see section 2.3, Notification of appropriate agencies) that establishes rigorous curriculum requirements, has an international emphasis and includes an assurance of learning process that improves the value of a major in human resource management before and after graduation.

Also included in the proposed curriculum is a course dedicated to the study of human resource management analytics (the application of data mining and business analytics techniques to human resources data) and enterprise resource planning (ERP) systems. Corporations spend millions on programs concerning recruiting, staffing, sourcing, wellness, training and development, performance management, succession planning, employee relations, legal compliance and workforce diversity. Because the management of human capital is crucial to organizational success, it is not surprising that 95 percent of Fortune 500 human resource executives plan to invest in human resource analytics in the next two years.[1] Hence, students with a background in human resources analytics and ERP systems will have a competitive advantage when entering the job market.

The College of Business Administration has memberships in the SAP University Alliance program and Oracle Academy[2], providing access to premier enterprise resource planning systems that include "real world" simulations. These systems educate students in various methods of data visualization, developing and performing cost analyses for human resource management initiatives and the mining of "big data" to solve various human resource management problems. Knowledge of human resource management analytics coupled with exposure to a fully functional enterprise resource planning system will provide students with a slice of real world experience in contemporary human resource management departments and functions.

As indicated in the guidelines established by SHRM, the proposed curriculum will include a global component, consisting of a course in global human resource management and an optional international human resource management experience. The rigorous program requirements and the inclusion of SHRM accreditation, a global component and a course in human resource management analytics and ERP systems produces a robust curriculum, empowering students with the necessary knowledge, skills and abilities for successful transitions from the university to the workplace.

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[1] West, M. (July 2015). The problem of HR analytics. *Linkedin.com Pulse.* Retrieved from www.linkedin.com/pulse/problem-hr-analytics-mike-west.

[2] SAP is the fourth largest software company in the world.

SECTION 2: ACCREDITATION

2.1 Regional accreditation

Original date of accreditation:	1915
Date of last review:	2014-2015
Date of next review:	2021-2022

2.2 Results of the last accreditation review

Kent State University's accreditation was reaffirmed by the Higher Learning Commission on 26-27 January 2015[3].

2.3 Notification of appropriate agencies

Notification to the Higher Learning Commission will occur after the Ohio Department of Higher Education has approved the program.

The proposed Human Resource Management major aligns with the standards of the Association to Advance Collegiate Schools of Business (AACSB) International, the College of Business Administration's accreditation body. The college was first accredited by the AACSB in 1964. Since then, accreditation has been reaffirmed continuously; the most recent reaffirmation occurred in 2013. The next review will include the proposed major and is scheduled for 2018.

Notification of Kent State's request to reactivate the Human Resource Management major was submitted to the Society for Human Resource Management (SHRM). SHRM has allied with AACSB to provide congruence with AACSB standards across human resource-related degree programs.

SECTION 3: LEADERSHIP—INSTITUTION

3.1 Mission statement

The mission of Kent State University is to discover, create, apply and share knowledge, as well as to foster ethical and humanitarian values in the service of Ohio and the global community. As an eight-campus educational system, Kent State offers a broad array of academic programs to engage students in diverse learning environments that educate them to think critically and to expand their intellectual horizons while attaining the knowledge and skills necessary for responsible citizenship and productive careers. (Source: www.kent.edu/kent/mission)

3.2 Organizational structure

The Kent State academic leadership organizational structure and the administrative leadership and divisions organizational structure can be found at www.kent.edu/administration.

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[3] Correspondence from HLC President Barbara Gellman-Danley (4 February 2015). Retrieved from http://hlcommission.org/download/_ActionLetters/Kent%20State%20University%20AQIP%20Reaffirmation%20Action%20Letter%201-27-15.pdf.

KENT STATE
UNIVERSITY

Faculty Senate Executive Committee
Minutes of the Meeting

January 20, 2016

Present: Linda Williams (Chair), Deb Smith (Vice Chair), Paul Farrell (Secretary), Chris Fenk (At-Large), Ed Dauterich (Appointed), Oana Mocioalca (Appointed), Tess Kail (Office Secretary)

Guests: President Beverly Warren, Provost Todd Diacon

1. Call to Order

   Chair Williams called the meeting to order at 3:30 p.m. in room 352 of the University Library.

2. Meeting Minutes for Approval

   Approval of the minutes of the December Faculty Senate meeting was deferred.

3. Additional Items

   Tess Kail briefed the Executive on the current status of the slate of candidates for the 2016 Faculty Senate elections. She also distributed the 2016 Spring meeting schedule and the January EPC meeting agenda. There was also discussion about the difficulty of acquiring someone to produce transcriptions of the Faculty Senate meetings, and possible software solutions aiding in producing transcripts from the recordings.

4. Meeting with the President and Provost

   President Warren arrived at 4:00 p.m.

   a. The Executive Committee raised its concerns over the appointment of Dr. Jarrod Tudor as Dean of the Geauga campus. In particular, they expressed concern at the appointment of a non tenure-track faculty member as Dean, when that Dean would have a say in the reappointment, tenure and promotion of tenure track faculty. It was also indicated that this would be the subject of a grievance because it appears to violate the Geauga campus handbook on the qualifications of faculty for the position of Dean.

   b. The Executive Committee raised concerns over the bookstore agreement and the fact that faculty were being told they could not tell students of alternative sources of books.

Senator Mocioalca also raised a further complication in the case of Mathematics courses with associated on-line materials. These had to be purchased with an access code. The vendor of the text and access code had to correspond, and so faculty needed to supply students with very specific instructions in order for them to succeed in getting the online materials. Also if the students get the access code from the publisher, they can get access to the materials for multiple classes at a discount, whereas the bookstore does not do this. This would reduce cost from about $300 to about $120 for students.

Vice Chair Smith departed at 4:15 p.m. and Provost Diacon arrived at 4:20pm. Further discussion occurred on the relative costs of texts from the bookstore and elsewhere. Provost Diacon mentioned the success that the University of Cincinnati had in negotiating reduced costs through their bookstore provided they used the same texts in all sections of courses. Senator Mocioalca pointed out that this was already the case in Mathematics.

President Warren mentioned that the University had hired external consultants from KPMG to look at auxiliary services with a view to see where we can reduce costs.

c. The Executive Committee raised the question of tenure-track hires at regional campuses. The Provost indicated that there were 3 hires authorized throughout the systems, and these were all shared hires, where the faculty were shared among 2 regional campuses or a regional campus and the Kent campus. Given the enrollment declines, he was not authorizing tenure-track hires other than shared ones at the regional campuses.

A number of other topics were discussed including:

- the 160 over 90 contract,
- the future direction of University Marketing and Communication,
- interaction between UCM and IT services,
- possible future presentations from IT services,
- marketing to regional school districts,
- enrollment growth and accommodation possibilities in Kent,
- the advantages and challenges of the expansion of College Credit Plus.

President Warren departed at 4:45 p.m., and discussion ensued concerning

- the need to authorize faculty hires early in the Fall semester to ensure the best selection of candidates,
- issues with the way HR processes applications for faculty positions,
- the time lapse between offers and supply of contracts to candidates.

5. Adjournment

Chair Williams adjourned the meeting at 5:12 p.m.

Paul Farrell, Secretary
Faculty Senate

KENT STATE.
UNIVERSITY

Faculty Senate Executive Committee
Minutes of the Meeting

January 27, 2016

Present: Linda Williams (Chair), Deb Smith (Vice Chair), Paul Farrell (Secretary), Chris Fenk (At-Large), Ed Dauterich (Appointed), Oana Mocioalca (Appointed), Tess Kail (Office Secretary)

Guest(s): Dr. David Dees

1. Call to Order

   Chair Williams called the meeting to order at 3:30 p.m. in the Faculty Senate Conference Room.

2. Student Survey of Instruction Review Committee Progress Report

   Dr. Dees presented an interim report on the progress and recommendations of the Student Survey of Instruction Review Committee, and a copy of the PICES item catalog.

   There was extensive discussion of the interim report, particularly issues such as:

   - incentives to encourage students to complete surveys,
   - the need for people using the surveys to be properly trained on their correct use,
   - the advantages of online systems for soliciting additional information depending on the answers,
   - the question of whether software systems could support some of the advanced options discussed, and some of the technical issues that might arise, and
   - the review of the committee on the types of questions that were tested and valid compared to ones that would obtain answers to questions that we were interested in.

3. Meeting Minutes for Approval

   a. Faculty Senate meeting minutes of December 7, 2015.

      Approval of the minutes as amended was proposed (Dauterich/Fenk) and passed unanimously.

b. Executive Committee meeting minutes of January 202016

Approval of the minutes as amended was proposed (Dauterich/Mocioalca) and passed unanimously.

4. EPC Items from the EPC Meeting of January 2016

a. (Action Item) College of Business Administration - Department of Management & Information Systems: Re-activation of the Human Resource Management [HRM] major within the Bachelor of Business Administration [BBA] degree. The major was offered previously from 1980 until 1995. Included in the proposal is establishment of seven courses. Minimum total credit hours to program completion are 120. Effective Fall 2016.

b. (Information Item) College of Arts & Sciences - Department of Geography: Initial inquiry to establish an Environmental Studies major within the Bachelor of Arts degree.

The Executive scheduled item a. as an action item and item b. as an information item for the February Faculty Senate meeting.

5. Set Agenda for the Faculty Senate meeting of February 8, 2016

The Executive added nominations and elections for the Faculty Ethics Committee and discussion on the bookstore contract to the agenda.

6. Additional Items

a. Faculty Senate Elections Update - Tess Kail presented an update on the slate for the elections.

b. Tess Kail presented an update on the Executive Committee 2016 Spring Meeting Schedule.

c. The Executive Committee discussed the procedure for the election of members to the Faculty Ethics Committee.

7. Adjournment

Chair Williams adjourned the meeting at 5:55 p.m.

Paul Farrell, Secretary
Faculty Senate