Tuscarawas Campus Faculty Council Meeting Minutes

October 2, 2019 at 8:00 a.m.

A208 Founders Hall

Voting Members Present: Lisa Brindley, Kathy Davis-Patterson, Ashley Galati, David Graff, Adrian Jones, Scott Keiller, Hongshan Li, Ginger Bihn-Coss, Todd Hartline, Chitra Rajagopal, and Mariann Harding

Voting Members Absent: Jean Engohang-Ndong

Non-Voting Attendees: Kingsly Berlin, Lori Bears, and John Baker

Administrators Present: Brad Bielski, Stephen Minnick

I. Call to Order: Davis-Patterson called the meeting to order at 8:02 am.

II. Secretary/Treasurer Report: Since the last meeting (i.e., September 4th), there were 15 deposits totaling $300 and 2 withdrawals totaling $100 which brings the current balance to $1,234.71. Jones is accepting Flower Fund money for the 2019-2020 year, $20 is asked per faculty/admin and can be paid in cash or check (made out to the Tuscarawas County University Foundation) to the Treasurer (Jones). September 4th minutes were approved.

III. Standing Committee and Faculty Reports
a. Academic Affairs – The committee met September 24th, and the report is attached. Discussion about 4 pending proposals regarding changes to the Medical Billing Certificate, the Office
Software Applications Certificate, the Office Technology minor, and the BS in GAD is under New Business. Proposals for new programs or program changes need to go through Academic Affairs before Faculty Council.

b. **Academic Learning Commons** – Report attached. The ALC is hosting student workshops on APA, MLA, and plagiarism later this month. Also, faculty have access to $500 in funding for library resources (e.g., books, video).

c. **Community Engagement** – Report attached.

d. **Electronic Communications** – No report.

e. **Faculty Affairs** – The committee met on September 25th and discussed 4 charges. The committee is drafting a revised Supplemental Travel form with the goal of reducing potential issues stemming from multiple requests. Faculty Affairs is looking for more clarification and input from Faculty Council or faculty at large. Discussion ensued about record keeping, and it was noted that the vice chair keeps the records pertaining to supplemental travel funding and request amounts will continue to be stated on the meeting minutes. The committee is also developing a speaker’s bureau and will finalize a list of available speakers after verifying information from last year’s survey. Faculty Affairs would like to publish the list on Faculty Council’s website.

f. **Student Affairs** – No report. Revised applications for the student research colloquium, student travel funding, and student conference funding are attached.

g. **Faculty Senate** – No report.

h. **RCFAC** – The committee met on September 26th. New officers were selected in May; the new president is Sue Womsly and vice chair is Lucas Anglehart and the secretary position is rotating. RCFAC discussed updating the RTP sections in current handbooks and suggested that handbooks should address weighting of requirements in terms of
expectations for “excellence,” “poor,” etc. Tuscarawas and Stark campus’ mentoring programs were recognized, and it was noted that more support is needed for mid-level career faculty. A regional campus retreat was also suggested. Student enrollment and student engagement were discussed. It was suggested that diversity committees work to coordinate initiatives across regional campuses. The grievance chair of AAUP will be at the next RCFAC meeting to talk about the process.

IV. **Dean Bielski Administrative Report:** There was an incident on Campus September 29th; a compressor belt in Founders Hall’s mechanical room malfunctioned. The fire department came to assist, and safety protocol will be reviewed. Kent Campus is under a budget freeze, but it does not apply to regional campuses. Yet, searches on regional campuses will undergo analyses to make sure positions are necessary. There were some changes regarding policy concerning scheduling Kent campus events. Kent will require approval for all Kent campus events and will no longer charge for security for events on campus (this does not apply to regional campuses). Dean Bielski thanked everyone for participating in last month’s contract signing events, and Kent State University and our campus officially signed another 10-year contract. For the next academic year, the regional campuses will utilize the same budgeting procedures as in the past. Regional campus deans are looking into faculty travel funding, which varies some from campus to campus. Dean Bielski is advocating for an increase in faculty travel funds from $800 to $1000, starting the next academic year. Also, we will start budgeting for new faculty positions for 2020-2021 fiscal year. Input from FC indicated a need for a TT MAGC and NTT math position.

V. **Unfinished Business:**

VI. **New Business**

a. **Program revisions:**
   i. **Medical Billing Certificate** – There was some discussion about the language and course requirements.
The FC was unanimous in recommending the proposed changes (see attached) be sent to CATS for approval (11 yes, 0 no, 0 abstain).

ii. **Office Software Applications Certificate** - The FC was unanimous in recommending the proposed changes (see attached) be sent to the Dean for approval (11 yes, 0 no, 0 abstain).

iii. **Office Technology (OTEC) minor** - The FC was unanimous in recommending the proposal for the new minor (see attached) be sent to the Dean for approval (11 yes, 0 no, 0 abstain).

iv. **Game Animation Design** – The FC was unanimous in recommended the proposed changes (see attached) be sent to the next level for approval (11 yes, 0 no, 0 abstain).

v. **Agriculture Business Associates Degree:**
   Documentation will be sent out to FC about developing a new Agriculture Business Associates degree. FC will vote on this proposal by email.

   *Addendum-Additionally, an initial inquiry request to offer a new Associate’s degree in the Agribusiness program was reviewed and approved unanimously by FC.

b. **Standing Committees:** The timing of standing committee assignments and related charges was addressed. It was suggested that standing committees form in the spring, rather than the fall semester. This discussion is ongoing, and it was recommended that someone, possibly Faculty Affairs, check the handbook to make sure we are consistent with the current guidelines.
c. **Supplemental Travel Fund Request:** a supplemental travel fund request for Dr. Harding for the amount of $1119.98 was approved unanimously (11 yes, 0 no, 0 abstain).

**VII. Announcements:** none

**VIII. Adjournment:** The meeting was adjourned at 9:08 am (Galati/Bihn-Coss).

Respectfully submitted,

Adrian M Jones
Tuscarawas FC Secretary/Treasurer
Academic Affairs Committee

9/24/19

Electronic Meeting

Electronic Response from: Kingsly Berlin-chair, Sue Hoffman, Jill Chen, Lovejoy Das, Tim Fritz, Mary Cameron, Jason Ruegsegger, Christopher Totten

Agenda

4 proposals needed for review. Email sent 9/24/19 for members to review and respond by 9/25/19 noon.

Members responded with a couple of questions that I forwarded on to John on 9/25/19. I informed him to make any changes he saw fit based off our questions and to forward updated proposal to FC.

Three proposals submitted by John Baker

1. Medical Billing Certificate Optional Course proposal

   a. Optional course- BSCI-21010 Anat. & Phys. I as part of the Medical Billing Certificate change totals to 21-22 whenever appropriate

      i. BSCI-21010 Anat. & Phys is 4 credit hours and BSCI-10001 is 3 credit hours. John was informed about noting this and changing the total hours to match on 9/24/19.

   b. Is BSCI 21010 offered as an online course? Since the Medical Billing Certificate is advertised as offered fully-online, does it need to be since BSCI 10001 is offered online?

      i. Have not seen BSCI 21010 offered online-do we need to note this class is not offered online or does this change the statement "fully-online". Maybe it is still considered fully online since this is an optional choice. Not sure about the technicality of the term.

2. Office Software Applications Certificate Inactivation proposal

   a. Office Software Applications Inactivation shouldn't the Certification of Curriculum Proposal file change hours to 21? (It currently shows 61 hours)
i. Should the hours match the AAB degree or the Certificate hours? So, should it say 61 or 21. Not sure on which number should be used.

3. Office Technology (OTEC) Minor proposal

a. Proposal section at the top of form. States Revise Program, should it say Establish Program.

b. Proposal of new Office Software Applications Minor – shouldn’t the Certification of Curriculum Proposal file change hours to 21? (It currently shows 61 hours)

i. Now the proposal on the Minor for OTEC, the way the form is set up, it is asking how many hours is being proposed for the AAB degree. The minor does not change the AAB degree hours, so the number is 61. You are just taking 21 of those 61 and creating a minor. I know this is confusing but past proposals for minors and have always had the total degree hours. But this should be looked into.

We also have a proposal for name change and course changes to line up with a liberal arts degree from Lori Bears

A member responded with a question about the name chosen and Tim Fritz and Chris Totten was able to respond with an answer. I emailed Lori that there was one question that was answered by Tim and that we had no other questions or recommendations and to forward proposal to FC.

4. BS GAD name change and course changes proposal

a. Question: Can animation faculty here in this committee help answer my question regarding the name of the proposed degree? According to the proposal the degree has two concentrations, 1. Animation 2. Game design. Is there any reason other than a more desirable program acronym to have Animation cut in the middle of Game and Design in the degree name? It tends to give people impression you have three areas, Game, Animation, and Design. I understand the proposal was already submitted to NASAD, and if they don’t have objection you will have to stay with this name to go through for state approval. I am just curious.

b. Response from Tim: As I understand it NASAD’s handbook stipulates that the word “and” signifies multiple degree areas. (an aside: I think they even view commas as the same?) This was the best compromise we could arrive at in the time we had between their requirements, all while still being descriptive.
regarding our field. The word design is more of a descriptor denoting the area/field, similar to "Technology." As an example Electrical Engineering Technology on the surface could receive the same view and separation of Electrical, Engineering, and Technology, OR it could be Electrical Engineering and Technology, etc, etc.

C. Response from Chris by NASAD's standards we can't put an "and" or any other delineating text/marks (like that forward slash I just used) in the degree name so the degree title is meant to express the design of games and the design of animation. This was the top option for formatting that allowed us to be adequately descriptive about the degree content.
Proposal Summary
[Optional course- BSCI-21010 Anat. & Phys. I as part of the Medical Billing Certificate]

Description of Action, Including Intended Effect

This proposal provides students with the option to enroll and successfully complete BSCI 21010 Anatomy & Physiology I as an option for completing the Medical Billing Certificate. Instead of waiving BSCI 10001 Human Biology and submitting an exception form for BSCI 21010 Anatomy & Physiology I, including this course as an option will eliminate the need for such forms. As a result, manual exceptions will not have to occur. This course is helpful especially for those students who have the desire to sit for the Certified Coding Associate exam (CCA). Please see attached Medical Billing Certificate Program requirements.

Impact on Other Programs, Course Offerings, Students, Faculty, Staff (e.g., duplication issues)

There are existing faculty in place for teaching the Medical Billing Certificate courses. No additional resources will be required.

There are no prerequisites for BSCI 21010 Anatomy & Physiology I.

Fiscal, Enrollment, Facilities and Staffing Considerations

There are existing faculty in place to teach BSCI 21010 Anatomy & Physiology I.

Evidence of Need and Sustainability if Establishing
There are students who have completed BSCI 21010 Anatomy & Physiology I, that have the desire to enter into the Medical Billing Certificate Program. These students transfer in from other programs including nursing, Medical Terminology and other biological science programs. There are also students who want to enroll in this course because of career fulfillment and self-fulfillment.

**Provisions for Phase-Out if Inactivating**

N/A

**Timetable and Actions Required:** a chronology of actions required to approve the proposal with an anticipated implementation date for each action

Fall 2020
Description of proposal:

This proposal provides students with the option to enroll and successfully complete BSCI 21010 Anatomy & Physiology I as an option for completing the Medical Billing Certificate. Instead of waiving BSCI 10001 Human Biology and submitting an exception form for BSCI 21010 Anatomy & Physiology I, including this course as an option will eliminate the need for such forms. As a result, manual exceptions will not have to occur. This course is helpful especially for those students who have the desire to sit for the Certified Coding Associate exam (CCA). Please see attached Medical Billing Certificate Program requirements.

Does proposed revision change program’s total credit hours?  □ Yes  ❑ No

Current total credit hours: 21  Proposed total credit hours 21

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

There are existing faculty in place for teaching the Medical Billing Certificate courses. No additional resources will be required.

There are no prerequisites for BSCI 21010 Anatomy & Physiology I.
Units consulted (other departments, programs or campuses affected by this proposal):

Medical Billing faculty

Salem Faculty Council

Tuscarawas Faculty Council

CATS Curriculum Committee

EPC

Faculty Senate

REQUIRED ENDORSEMENTS

___________________________________________________________  ___/___/___
Department Chair / School Director

___________________________________________________________  ___/___/___
Campus Dean (for Regional Campuses proposals)

___________________________________________________________  ___/___/___
College Dean (or designee)

___________________________________________________________  ___/___/___
Dean of Graduate Studies (for graduate proposals)

___________________________________________________________  ___/___/___
Provost (or designee)
Due to low enrollment in the Office Software Applications Certificate, a recommendation has been brought to my attention to inactivate the program. This was established in 2010, and has had only a few students enrolled. The courses within the certificate would be better suited for a minor within the Office Technology Program.

The Office Technology (OTEC) Program will continue to be offered fully online, and at Ashtabula, Salem, Trumbull & Tuscarawas Campuses. Inactivating the certificate will not affect the total credit hours of the Office Technology Program.

(Please see attached Office Software Applications Certificate)

Does proposed revision change program’s total credit hours? ☑ Yes  ☒ No
Current total credit hours: 61  Proposed total credit hours: 61

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

Due to low enrollment, inactivating the Office Software Applications Certificate will not have any impact on other programs.
Units consulted (other departments, programs or campuses affected by this proposal):

Office Technology faculty
Ashtabula Faculty Council
Salem Faculty Council
Trumbull Faculty Council
Tuscarawas Faculty Council
CATS Curriculum Committee
EPC
Faculty Senate

REQUIRED ENDORSEMENTS

_________________________________________  ____/___/____
Department Chair / School Director

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College Dean (or designee)

_________________________________________  ____/___/____
Dean of Graduate Studies (for graduate proposals)

_________________________________________  ____/___/____
Provost (or designee)
Proposal Summary
[Office Software Applications Inactivation]

Description of Action, Including Intended Effect

Due to low enrollment in the Office Software Applications Certificate, a recommendation has been brought to my attention to inactivate the program. This was established in 2010 and has had only a few students enrolled. The courses within the certificate would be better suited for a minor within the Office Technology Program. A new minor would be in the best interest of the students.

The Office Technology (OTEC) Program will continue to be offered fully online, and at Ashtabula, Salem, Trumbull & Tuscarawas Campuses. Inactivating the certificate will not affect the total credit hours of the Office Technology Program.

(Please see attached Office Software Applications Certificate)

Impact on Other Programs, Course Offerings, Students, Faculty, Staff (e.g., duplication issues)

Inactivating the Office Software Applications Certificate will not have any impact on other programs because of the low student enrollment incurred in the certificate.

Fiscal, Enrollment, Facilities and Staffing Considerations

There are no fiscal considerations currently. There are not any expenses incurred regarding inactivation of this certificate.

Evidence of Need and Sustainability if Establishing

N/A
Provisions for Phase-Out if Inactivating

Inactivation of Office Software Applications Certificate

Fall 2020

Timetable and Actions Required: a chronology of actions required to approve the proposal with an anticipated implementation date for each action

Fall 2020
KENT STATE UNIVERSITY
CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date 3-Sep-19  Curriculum Bulletin
Effective Date Fall 2020  Approved by EPC

Department OTEC
College AP - Applied and Technical Studies
Degree AAB - Associate of Applied Business
Program Name Office Technology  Program Banner Code OTEC
Concentration(s) Concentration(s) Banner Code(s)
Proposal Revise program

Description of proposal:
In order to provide students with a competitive advantage within the Office Technology field, a recommendation for a new minor in the Office Technology (OTEC) Degree Program is being proposed. This proposal entails using the Office Software Applications Certificate courses for the proposed minor. Students will enhance their skills and knowledge with the use of current software applications and technology. This not only increases their marketability in the workplace, but also broadens their skills within the office technology field. This provides students the opportunity to pursue a field of interest within their major. The Office Software Applications Minor will be displayed on a student's transcript.

The flexibility for students will continue with web based courses for the new minor, where commuting may not be feasible. The Office Technology (OTEC) Program will continue to be fully offered online, and at Ashtabula, Salem, Trumbull & Tuscarawas Campuses.

(Please see attached Office Software Applications Minor requirements)

Does proposed revision change program's total credit hours? □ Yes □ No
Current total credit hours: 61  Proposed total credit hours 61
Describe impact on other programs, policies or procedures (e.g., duplication issues; enrollment and staffing considerations; need; audience; prerequisites; teacher education license):

The online format using Blackboard Learn has already existed for the Office Technology (OTECE) Program. There are existing faculty in place for teaching the office software applications courses. These courses are also part of the Office Technology (OTECE) Program.

Existing faculty have already been teaching web courses using Blackboard Learn. Faculty have either attended Blackboard workshops or "Quality Matters" workshops. The Office Software Applications courses have been offered within the OTEC Degree Program; therefore, enrollment has been sustainable.

There are no fiscal considerations currently, because students supply their own computer resources for web-based courses. There are not any expenses incurred regarding classroom facilities or resources.

There has been consistent enrollment within the online Office Technology Program. Students are attracted to the flexibility and convenience of this format, where commuting may not be feasible.

The Office Software Applications Minor provides the breadth and depth of skills and knowledge within the Office Technology Program. Personal fulfillment may also be achieved as students focus in on their career objectives.

Units consulted (other departments, programs or campuses affected by this proposal):
Office Technology faculty
Ashtabula Faculty Council
Salem Faculty Council
Trumbull Faculty Council
Tuscarawas Faculty Council
CATS Curriculum Committee
EPC
Faculty Senate

REQUIRED ENDORSEMENTS
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<td>Provost (or designee)</td>
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Proposal Summary  
[Office Software Applications Minor]

Description of Action, Including Intended Effect

In order to provide students with a competitive advantage within the Office Technology field, a recommendation for a new minor in the Office Technology (OTEC) Degree Program is being proposed. This proposal entails using the Office Software Applications Certificate courses for the proposed minor. Students will enhance their skills and knowledge with the use of current software applications and technology. This not only increases their marketability in the workplace, but also broadens their skills within the office technology field. This provides students the opportunity to pursue a field of interest within their major. The Office Software Applications Minor will be displayed on a student’s transcript.

The flexibility for students will continue with web based courses for the new minor, where commuting may not be feasible. The Office Technology (OTEC) Program will continue to be fully offered online, and at Ashtabula, Salem, Trumbull & Tuscarawas Campuses.

(Please see attached Office Software Applications Minor requirements)

Impact on Other Programs, Course Offerings, Students, Faculty, Staff (e.g., duplication issues)

The online format using Blackboard Learn has already existed for the Office Technology (OTEC) Program. There are existing faculty in place for teaching the office software applications courses. These courses are also part of the Office Technology (OTEC) Program.

Fiscal, Enrollment, Facilities and Staffing Considerations

Existing faculty have already been teaching web courses using Blackboard Learn. Faculty have either attended Blackboard workshops or “Quality Matters” workshops. The Office Software Applications courses have been offered within the OTEC Degree Program; therefore, enrollment has been sustainable.
There are no fiscal considerations currently, because students supply their own computer resources for web-based courses. There are not any expenses incurred regarding classroom facilities or resources.

Evidence of Need and Sustainability if Establishing

There has been consistent enrollment within the online Office Technology Program. Students are attracted to the flexibility and convenience of this format, where commuting may not be feasible.

The Office Software Applications Minor provides the breadth and depth of skills and knowledge within the Office Technology Program. Personal fulfillment may also be achieved as students focus in on their career objectives.

Provisions for Phase-Out if Inactivating

N/A

Timetable and Actions Required: A chronology of actions required to approve the proposal with an anticipated implementation date for each action

Fall 2020
OFFICE SOFTWARE APPLICATIONS
UNDERGRADUATE CERTIFICATE
College of Applied and Technical Studies
cats.kent.edu www.kent.edu/cats

Description
The Office Software Application undergraduate certificate provides a solid background in Microsoft Office software applications to assist individuals in becoming productive office workers. The program enables students to establish or update skills using the latest version of software that is commonly used in offices today. Fully Offered At:

• Ashtabula Campus
• Tuscarawas Campus

Admission Requirements
The university affirmatively strives to provide educational opportunities and access to students with varied backgrounds, those with special talents and adult students who graduated from high school three or more years ago.

Kent State campuses at Ashtabula, East Liverpool, Geauga, Salem, Stark, Trumbull and Tuscarawas, and the Regional Academic Center in Twinsburg, have open enrollment admission for students who hold a high school diploma, GED or equivalent.

For more information on admissions, contact the Regional Campuses admissions offices.

Program Requirements
Certificate Requirements

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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credit Hours</th>
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<tr>
<td>IT 21010</td>
<td>WORKGROUP PRODUCTIVITY SOFTWARE</td>
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<td>OTRC 16620</td>
<td>WORD PROCESSING I</td>
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<td>OTRC 16621</td>
<td>WORD PROCESSING II</td>
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<td>OTEC 26640</td>
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</table>

Minimum Total Credit Hours: 21

Graduation Requirements
Minimum Certificate GPA
2.000

• Students must complete a minimum of 15 credit hours of the certificate curriculum at Kent State University.
• Maximum 6 credit hours of transfer credits may be used as long as letter grades appear on original transcripts.
Office Software Applications Minor

Overview:

College of Applied and Technical Studies

cats@kent.edu

www.kent.edu/cats

Description:

The Office Software Application undergraduate minor provides a solid background in Microsoft Office software applications to assist individuals in becoming productive office workers. The program enables students to establish or update skills using the latest version of software that is commonly used in offices today.

Fully offered at:

- Online
- Ashtabula
- Salem
- Trumbull
- Tuscarawas

Admission Requirements

Admission to a minor is open to students declared in an associate degree, the A.A.B. degree.

The university affirmatively strives to provide educational opportunities and access to students with varied backgrounds, those with special talents and adult students who graduated from high school three or more years ago.

Kent State campuses at Ashtabula, East Liverpool, Geauga, Salem, Stark, Trumbull and Tuscarawas, and the Regional Academic Center in Twinsburg, have open enrollment admission for students who hold a high school diploma, GED or equivalent.

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<td>IT 21010</td>
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<td>OTEC 16620</td>
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<td>OTEC 16639</td>
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<td>OTEC 26611</td>
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<tr>
<td>OTEC 26640</td>
<td>Current Technologies</td>
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</tbody>
</table>

Minimum Total Credit Hours 21

GRADUATION REQUIREMENTS
Minimum Minor GPA 2.00

- Students must complete a minimum of 15 credit hours of the minor curriculum at Kent State University.
- Maximum 6 credit hours of transfer credits may be used as long as letter grades appear on original transcripts.
KENT STATE UNIVERSITY
CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date  1-Sep-19  Curriculum Bulletin

Effective Date  Fall 2020  Approved by EPC

Department
College  AP - Applied and Technical Studies
Degree  BS - Bachelor of Science
Program Name  Game Animation Design  Program Banner Code
Concentration(s)  Animation, Game Design
Proposal  Revise program

Description of proposal:
Revise the name from BS Modeling, Animation and Game Creation to BS Game Animation Design and to change the curriculum to a liberal arts degree. These changes are required in order to meet the accreditation requirements for the National Association of Schools of Art & Design (NASAD). This program will be a Liberal Arts degree in Game Animation Design with concentrations in Game Design and Animation. The degree program prepares students for careers by developing technical competency, creative/independent problem solving and conceptual understanding necessary for the challenges of a career in the creative industries. By offering a broad foundation to our students coupled with a series of core courses that let students sample different competencies within the game and animation disciplines, we can produce students with experience in traditional art and general competencies as well as ones that will help them understand the game and animation mediums. As this major integrates conceptual, technical and production design knowledge and skills in the context of a broad liberal arts programs, students have the flexibility to choose part of their coursework (with guidance). This provides the opportunity for students to take a variety of courses to complement their design degree.

Does proposed revision change program’s total credit hours?  ☑ Yes  ☒ No
Current total credit hours: **120**

Proposed total credit hours **120**

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

**none**

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

**MAGC faculty, to be reviewed by Tuscarawas campus academic affairs, faculty council, CATS curricular committee, EPC**

**REQUIRED ENDORSEMENTS**

__________________________________________________________  ____/____/____
Department Chair / School Director

__________________________________________________________  ____/____/____
Campus Dean (for Regional Campuses proposals)

__________________________________________________________  ____/____/____
College Dean (or designee)

__________________________________________________________  ____/____/____
Dean of Graduate Studies (for graduate proposals)

__________________________________________________________  ____/____/____
Provost (or designee)
DESCRIPTION

The Bachelor of Science degree in Modeling, Animation and Game Creation provides the key concepts, creative tools and principles of diverse skills in fundamental and advanced technical knowledge of modeling, animation and game design. Students create graphics, photo-realistic models, 3D characters, animations, level environments and design games.

Upon graduation, students have created a professional-quality portfolio to enter the field of content creators and are prepared for jobs in technical illustration, 2D and 3D modeling, game design, animation, artistic production and exhibition.

The Bachelor of Science degree in Game Animation Design will be a Liberal Arts degree with concentrations in Game Design and Animation. The degree program prepares students for careers by developing technical competency, creative/independent problem solving and conceptual understanding necessary for the challenges of a career in the creative industries. By offering a broad foundation for our students coupled with a series of core courses that let students sample different competencies within the game and animation disciplines, we can produce students with experience in traditional art and general competencies as well as ones that will help them understand the game and animation mediums. As this major integrates conceptual, technical and production design knowledge and skills in the context of a broad liberal arts programs, students have the flexibility to choose part of their coursework (with guidance). This provides the opportunity for students to take a variety of courses to complement their design degree.

Fully Offered At:

- Kent Campus
- Stark Campus
- Tuscarawas Campus

ACCREDITATION

Not Applicable

National Association of Schools of Art & Design (NASAD)

ADMISSION REQUIREMENTS

Standard admission criteria for a bachelor's degree.
PROGRAM LEARNING OUTCOMES

Graduates of this program will be able to:

1. Demonstrate current skills in 2D and 3D modeling, animation and game design.

2. Apply design thinking to technological problems, including demonstrating familiarity with design thinking applicable to their professional work.

3. Demonstrate an understanding of the ethics (and legal issues) closely associated with fields of modeling, animation and game design.

4. Demonstrate effective communication skills—both verbally and in written form—with technical, business and design professionals, including effective communication as individuals and as part of a project team.

5. Participate in, and lead, multidisciplinary project teams, demonstrating theoretical and practical understanding of team dynamics.

6. Demonstrate appreciation for diverse cultures and individual differences, and reflect that appreciation in their work.

7. Engage in continuous learning, as well as research and assess new ideas and information to provide the capabilities for lifelong learning.
**PROGRAM REQUIREMENTS** *Rec'd by curriculum services approved for F2019 catalog – replaced with BS GAD below*

**Major Requirements (courses count in major GPA)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAGC 11003</td>
<td>Solid Modeling</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 12000</td>
<td>Two-Dimension Graphics</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 12001</td>
<td>Modeling and Texturing I</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 21000</td>
<td>Fundamentals of Mixed Reality</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 22000</td>
<td>Two-Dimension Communication</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 22001</td>
<td>Modeling for Architecture</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 22004</td>
<td>Modeling and Texturing II</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 22005</td>
<td>Multimedia and Game Design</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 22010</td>
<td>Digital Sculpting</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 23020</td>
<td>Gaming and Culture</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 34000</td>
<td>Character Animation</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 34001</td>
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<td>3</td>
</tr>
<tr>
<td>MAGC 34003</td>
<td>Animation Theory</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 34005</td>
<td>Environmental Game Design</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 43000</td>
<td>Interactive Game Design</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 43025</td>
<td>Real-Time Rendering and Animation</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 49999</td>
<td>Senior Capstone Project</td>
<td>3</td>
</tr>
</tbody>
</table>

Major Electives, choose from the following: 15

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAGC 33010</td>
<td>Competitive Gaming</td>
</tr>
<tr>
<td>MAGC 33030</td>
<td>Games for Education</td>
</tr>
<tr>
<td>MAGC 33095</td>
<td>Special Topics in Modeling, Animation and Game Creation</td>
</tr>
<tr>
<td>MAGC 43001</td>
<td>Animation Production and Visual Effects</td>
</tr>
<tr>
<td>MAGC 43092</td>
<td>Internship in Modeling, Animation and Game Creation (ELR)</td>
</tr>
<tr>
<td>MAGC 43096</td>
<td>Individual Investigation in Modeling, Animation and Game Creation</td>
</tr>
<tr>
<td>TECH 33020</td>
<td>Computer Hardware II</td>
</tr>
</tbody>
</table>

**Additional Requirements (courses do not count in major GPA)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS 14000</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>or VCD 14001</td>
<td>Visual Design Literacy</td>
<td></td>
</tr>
<tr>
<td>BMRT 11000</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>or BUS 10123</td>
<td>Exploring Business</td>
<td></td>
</tr>
<tr>
<td>COMM 15000</td>
<td>Introduction to Human Communication (KADL)</td>
<td>3</td>
</tr>
<tr>
<td>ENG 20002</td>
<td>Introduction to Technical Writing</td>
<td>3</td>
</tr>
<tr>
<td>or ENG 20021</td>
<td>Introduction to Creative Writing</td>
<td></td>
</tr>
<tr>
<td>MATH 11010</td>
<td>Algebra for Calculus (KMCN)</td>
<td>3</td>
</tr>
<tr>
<td>MATH 11022</td>
<td>Trigonometry (KMCN)</td>
<td>3</td>
</tr>
<tr>
<td>UC 10097</td>
<td>Destination Kent State: First Year Experience</td>
<td>1</td>
</tr>
</tbody>
</table>

Kent Core Composition 6

Kent Core Humanities and Fine Arts (minimum one course from each) 9

Kent Core Social Sciences (must be from two disciplines) 6

Kent Core Basic Sciences (must include one laboratory) 6-7
General Electives (total credit hours depends on earning 120 credit hours, including 39 upper-division credit hours)

Minimum Total Credit Hours: 120

Graduation Requirements:

- Minimum Major GPA: 2.000
- Minimum Overall GPA: 2.000
Kent State University  
Degree: Bachelor of Science  Major: Game Animation Design  
Liberal Arts Degree Program

**MAJOR REQUIREMENTS - COUNTS IN GPA**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>MAGC 12000</td>
<td>2D Graphics</td>
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<tr>
<td>MAGC 12001</td>
<td>Modeling and Texturing I</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 21000</td>
<td>Fundamentals of Mixed Reality</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 22004</td>
<td>Modeling and Texturing II</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 22010</td>
<td>Digital Sculpting</td>
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</tr>
<tr>
<td>MAGC 23020</td>
<td>Gaming and Culture</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 34003</td>
<td>Animation Theory</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 43092</td>
<td>Internship</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>or MAGC 43096 Individual Investigation</td>
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</tr>
<tr>
<td>MAGC 49999</td>
<td>Senior Capstone Project</td>
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**Animation or Game Design Concentration**  

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>MAGC 11003</td>
<td>Solid Modeling</td>
</tr>
<tr>
<td>MAGC 3400C</td>
<td>Character Animation</td>
</tr>
<tr>
<td>MAGC 34001</td>
<td>Animation Project</td>
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<tr>
<td>MAGC 43001</td>
<td>Animation Production and Visual Effects</td>
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<td>MAGC 43025</td>
<td>Real-Time Rendering and Animation</td>
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<td>MAGC Course</td>
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**Game Design Concentration**

<table>
<thead>
<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>MAGC 22001</td>
<td>Modeling for Architecture</td>
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<td>MAGC 22005</td>
<td>Multimedia and Game Design</td>
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<tr>
<td>MAGC 33010</td>
<td>Competitive Gaming</td>
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<td>MAGC 33030</td>
<td>Games for Education</td>
</tr>
<tr>
<td>MAGC 34005</td>
<td>Environmental Game Design</td>
</tr>
<tr>
<td>MAGC 43000</td>
<td>Interactive Game Design</td>
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</table>

**ADDITIONAL REQUIREMENTS - DO NOT COUNT IN MAJOR GPA**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tr>
<td>ARTS 14000</td>
<td>Drawing I</td>
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<td>ARTS 14001</td>
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<td>ARTH 22006</td>
<td>Art History: Ancient and Medieval Art</td>
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<td>or ARTH 22007 Art History: Renaissance to Modern Art</td>
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<td></td>
<td>or VCD 13000 Design: Principles, Processes and Practice</td>
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<td>General Electives*</td>
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120

*Students are strongly encouraged to declare a minor or a second major that supports or enhances their career objectives.
<table>
<thead>
<tr>
<th>Semester One</th>
<th>Semester Two</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS 14000 Drawing I</td>
<td>BMRT 11000 Introduction to Business</td>
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<td>or BUS 10123 Exploring Business</td>
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<tr>
<td>COMM 15000 Introduction to Human Communication (KADL)</td>
<td>MAGC 11003 Solid Modeling</td>
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<tr>
<td>MAGC 12000 Two-Dimension Graphics</td>
<td>MAGC 22000 Two-Dimension Communication</td>
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<td>UC 10097 Destination Kent State: First Year Experience</td>
<td>MATH 11010 Algebra for Calculus (KMCR)</td>
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<table>
<thead>
<tr>
<th>Semester Three</th>
<th>Semester Four</th>
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<tbody>
<tr>
<td>MAGC 12001 Modeling and Texturing I</td>
<td>MAGC 22004 Modeling and Texturing II</td>
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<tr>
<td>MAGC 21000 Fundamentals of Mixed Reality</td>
<td>MAGC 22005 Multimedia and Game Design</td>
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<td>MAGC 22001 Modeling for Architecture</td>
<td>MAGC 22010 Digital Sculpting</td>
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<tr>
<td>Kent Core Requirement</td>
<td>MAGC 23020 Gaming and Culture</td>
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<td>Major Elective</td>
<td>Kent Core Requirement</td>
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<table>
<thead>
<tr>
<th>Semester Five</th>
<th>Semester Six</th>
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<tbody>
<tr>
<td>ENG 20002 Introduction to Technical Writing</td>
<td>MAGC 34001 Animation Project</td>
</tr>
<tr>
<td>or ENG 20021 Introduction to Creative Writing</td>
<td>MAGC 34005 Environmental Game Design</td>
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<tr>
<td>MAGC 34000 Character Animation</td>
<td>MATH 11022 Trigonometry (KMCR)</td>
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<tr>
<td>MAGC 34003 Animation Theory</td>
<td>Major Elective</td>
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<td><strong>Credit Hours:</strong> 15</td>
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<table>
<thead>
<tr>
<th>Semester Seven</th>
<th>Semester Eight</th>
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<tbody>
<tr>
<td>MAGC 43000 Interactive Game Design</td>
<td>MAGC 49999 Senior Capstone Project</td>
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<tr>
<td>MAGC 43025 Real-Time Rendering and Animation</td>
<td>Major Electives</td>
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<td>General Elective</td>
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<tr>
<td><strong>Credit Hours:</strong> 15</td>
<td><strong>Credit Hours:</strong> 14</td>
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</table>

**Minimum Total Credit Hours:** 120
# Roadmap - BS Game Animation Design

## Semester One
- ARTS 14000 Drawing I 3
- COMM 15000 Introduction to Human Comm (KADL) 3
- MAGC 12000 2D Graphics 3
- UC 10097 Destination Kent State: First Year Experience 1
- Kent Core Requirement 3
- Kent Core Requirement 3

**Credit Hours:** 16

## Semester Two
- BMRT 11000 Introduction to Business or BUS 10123 Exploring Business 3
- ARTS 14001 Drawing II - add 3
- MAGC 11003 Solid Modeling 3
- MAGC 22000-2D Communication remove
- MATH 11010 Algebra for Calculus (KMCr) 3
- Kent Core Requirement 3
- ARTH 22006 Art History: Ancient and Medieval Art or ARTH 22007 Art History: Renaissance to Modern Art or VCD 13000 Design: Principles, Processes and Practice - add 3

**Credit Hours:** 15

## Semester Three
- MAGC 12001 Modeling and Texturing I 3
- MAGC 21000 Fundamentals of Mixed Reality 3
- MAGC 22004-Modeling for Architecture - remove
- Kent Core Requirement 3
- Major Elective remove
- MAGC 23020 Gaming & Culture - from sem 4 3
- General Elective - add 3

**Credit Hours:** 15

## Semester Four
- MAGC 22004 Modeling and Texturing II 3
- MAGC-22905-Multimedia and Game Design - remove
- MAGC 22010 Digital Sculpting 3
- MAGC-23020 Gaming and Culture - move to sem 3 3
- Kent Core Requirement 3
- Major Electives - add 6

**Credit Hours:** 15

## Semester Five
- ENG 20002 Introduction to Technical Writing or ENG 20024-Introduction to Creative Writing - remove
- MAGC 34000 Character Animation 3
- MAGC 34003 Animation Theory 3
- Kent Core Requirement 3
- General Elective 3
- General Elective - add 3

**Credit Hours:** 15

## Semester Six
- MAGC 34001 Animation Project 3
- MAGC-34905-Environmental Game Design - remove
- MATH 11022 Trigonometry (KMCr) 3
- Major Elective 3
- General Elective 3
- General Elective - add 3

**Credit Hours:** 15

## Semester Seven
- MAGC 43000 Interactive Game Design - remove 3
- MAGC 43025 Real-Time Rendering and Animation 3
- Major-Elective - remove 3
- Kent Core Requirement 6
- MAGC 43025 Animation Production Visual Effects - add 3
- General Elective - add 3

**Credit Hours:** 15

## Semester Eight
- MAGC 49999 Senior Capstone Project 3
- Major Electives - remove 3
- Kent Core Requirement 3
- General Elective 2
- MAGC 43092 Internship 3
- or MAGC 43096 Individual Investigation 3
- General Elective - add 3

**Credit Hours:** 14

**Minimum Total Credit Hours:** 120
### ROADMAP - BS GAME ANIMATION DESIGN

#### Semester One
- **ARTS 14000 Drawing I** 3
- or **VCD 14001 Visual Design Literacy** remove
- **COMM 15000 Introduction to Human Comm (KADL)** 3
- **MAGC 12000 2D Graphics** 3
- **UC 10097 Destination Kent State: First Year Experience** 1
- Kent Core Requirement 3
- Kent Core Requirement 3

**Credit Hours:** 16

#### Semester Three
- **MAGC 12001 Modeling and Texturing I** 3
- **MAGC 21000 Fundamentals of Mixed Reality** 3
- **MAGC 22001 Modeling for Architecture** 3
- Kent Core Requirement 3
- Major Elective remove
- **MAGC 23020 Gaming & Culture** – from sem 4 3

**Credit Hours:** 15

#### Semester Five
- **ENG 20092 - Introduction to Technical Writing** remove
- or **ENG 20021 - Introduction to Creative Writing** remove
- **MAGC 34000 Character Animation** - remove
- **MAGC 34003 Animation Theory** 3
- Kent Core Requirement 3
- General Elective 3

**Credit Hours:** 15

#### Semester Seven
- **MAGC 43000 Interactive Game Design** 3
- **MAGC 43025 Real-Time Rendering and Animation** remove
- Major Elective - remove
- Kent Core Requirement 6
- Kent Core Requirement 6
- General Elective - add

**Credit Hours:** 15

### GAME DESIGN CONCENTRATION

#### Semester Two
- **BMRT 11000 - Introduction to Business or BUS 10122 - Exploring Business** remove
- **ARTS 14001 Drawing II** - add 3
- **MAGC 11003 - Solid Modeling** - remove
- **MAGC 22000 2D Communication** remove
- **MATH 11010 Algebra for Calculus (KMCY)** 3
- Kent Core Requirement 3
- ARTH 22006 Art History: Ancient and Medieval Art
  or ARTH 22007 Art History: Renaissance to Modern Art 3
- or **VCD 13000 Design: Principles, Processes and Practice** – add
- General Elective - add 3

**Credit Hours:** 15

#### Semester Four
- **MAGC 22004 Modeling and Texturing II** 3
- **MAGC 22005 Multimedia and Game Design** 3
- **MAGC 22010 Digital Sculpting** 3
- **MAGC 23020 - Gaming and Culture** – move to sem 3
- Kent Core Requirement 3
- General Elective - add 3

**Credit Hours:** 15

#### Semester Six
- **MAGC 34001 Animation Project** 3
- **MAGC 34005 Environmental Game Design** 3
- **MATH 11022 Trigonometry (KMCY)** 3
- Major Elective 3
- General Elective 3

**Credit Hours:** 15

#### Semester Eight
- **MAGC 49999 Senior Capstone Project** 3
- Major Electives - remove
- Kent Core Requirement 3
- General Elective 2
- **MAGC 43092 Internship** 3
- or **MAGC 43096 Individual Investigation** General Elective - add 3

**Credit Hours:** 14

**Minimum Total Credit Hours:** 120
Proposal Summary
[Optional course- BSCI-21010 Anat. & Phys. I as part of the Medical Billing Certificate]

Description of Action, Including Intended Effect

This proposal provides students with the option to enroll and successfully complete BSCI 21010 Anatomy & Physiology I as an option for completing the Medical Billing Certificate. Instead of waiving BSCI 10001 Human Biology and submitting an exception form for BSCI 21010 Anatomy & Physiology I, including this course as an option will eliminate the need for such forms. As a result, manual exceptions will not have to occur. This course is helpful especially for those students who have the desire to sit for the Certified Coding Associate exam (CCA). Please see attached Medical Billing Certificate Program requirements.

Impact on Other Programs, Course Offerings, Students, Faculty, Staff (e.g., duplication issues)

There are existing faculty in place for teaching the Medical Billing Certificate courses. No additional resources will be required.

There are no prerequisites for BSCI 21010 Anatomy & Physiology I.

Fiscal, Enrollment, Facilities and Staffing Considerations

There are existing faculty in place to teach BSCI 21010 Anatomy & Physiology I.

Evidence of Need and Sustainability if Establishing

There are students who have completed BSCI 21010 Anatomy & Physiology I, that have the desire to enter into the Medical Billing Certificate Program. These students transfer in from other programs including nursing, Medical Terminology and other biological science programs. There are also students who want to enroll in this course because of career fulfillment and self-fulfillment.

Provisions for Phase-Out if Inactivating

N/A

Timetable and Actions Required: a chronology of actions required to approve the proposal with an anticipated implementation date for each action

Fall 2020
Proposal Summary
[Office Software Applications Inactivation]

Description of Action, Including Intended Effect

Due to low enrollment in the Office Software Applications Certificate, a recommendation has been brought to my attention to inactivate the program. This was established in 2010 and has had only a few students enrolled. The courses within the certificate would be better suited for a minor within the Office Technology Program. A new minor would be in the best interest of the students.

The Office Technology (OTEC) Program will continue to be offered fully online, and at Ashtabula, Salem, Trumbull & Tuscarawas Campuses. Inactivating the certificate will not affect the total credit hours of the Office Technology Program.

(Please see attached Office Software Applications Certificate)

Impact on Other Programs, Course Offerings, Students, Faculty, Staff (e.g., duplication issues)
Inactivating the Office Software Applications Certificate will not have any impact on other programs because of the low student enrollment incurred in the certificate.

Fiscal, Enrollment, Facilities and Staffing Considerations
There are no fiscal considerations currently. There are not any expenses incurred regarding inactivation of this certificate.

Evidence of Need and Sustainability if Establishing
N/A

Provisions for Phase-Out if Inactivating
Inactivation of Office Software Applications Certificate
Fall 2020

Timetable and Actions Required: a chronology of actions required to approve the proposal with an anticipated implementation date for each action
Fall 2020
Proposal Summary
[Office Software Applications Minor]

Description of Action, Including Intended Effect

In order to provide students with a competitive advantage within the Office Technology field, a recommendation for a new minor in the Office Technology (OTEC) Degree Program is being proposed. This proposal entails using the Office Software Applications Certificate courses for the proposed minor. Students will enhance their skills and knowledge with the use of current software applications and technology. This not only increases their marketability in the workplace, but also broadens their skills within the office technology field. This provides students the opportunity to pursue a field of interest within their major. The Office Software Applications Minor will be displayed on a student’s transcript.

The flexibility for students will continue with web-based courses for the new minor, where commuting may not be feasible. The Office Technology (OTEC) Program will continue to be fully offered online, and at Ashtabula, Salem, Trumbull & Tuscarawas Campuses.

(Please see attached Office Software Applications Minor requirements)

Impact on Other Programs, Course Offerings, Students, Faculty, Staff (e.g., duplication issues)

The online format using Blackboard Learn has already existed for the Office Technology (OTEC) Program. There are existing faculty in place for teaching the office software applications courses. These courses are also part of the Office Technology (OTEC) Program.

Fiscal, Enrollment, Facilities and Staffing Considerations

Existing faculty have already been teaching web courses using Blackboard Learn. Faculty have either attended Blackboard workshops or “Quality Matters” workshops. The Office Software Applications courses have been offered within the OTEC Degree Program; therefore, enrollment has been sustainable.

There are no fiscal considerations currently, because students supply their own computer resources for web-based courses. There are not any expenses incurred regarding classroom facilities or resources.

Evidence of Need and Sustainability if Establishing

There has been consistent enrollment within the online Office Technology Program. Students are attracted to the flexibility and convenience of this format, where commuting may not be feasible.
The Office Software Applications Minor provides the breadth and depth of skills and knowledge within the Office Technology Program. Personal fulfillment may also be achieved as students focus in on their career objectives.

**Provisions for Phase-Out if Inactivating**

N/A

**Timetable and Actions Required:** *a chronology of actions required to approve the proposal with an anticipated implementation date for each action*

Fall 2020
KENT STATE UNIVERSITY
CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date 3-Sep-19  Curriculum Bulletin _________
Effective Date  Fall 2020  Approved by EPC _________

Department  OTEC
College  AP - Applied and Technical Studies
Degree  AAB - Associate of Applied Business
Program Name  Medical Billing Cert
Concentration(s)  Concentration(s) Banner Code(s)
Proposal  Revise program

Description of proposal:
This proposal provides students with the option to enroll and successfully complete BSCI 21010 Anatomy & Physiology I as an option for completing the Medical Billing Certificate. Instead of waiving BSCI 10001 Human Biology and submitting an exception form for BSCI 21010 Anatomy & Physiology I, including this course as an option will eliminate the need for such forms. As a result, manual exceptions will not have to occur. This course is helpful especially for those students who have the desire to sit for the Certified Coding Associate exam (CCA). Please see attached Medical Billing Certificate Program requirements.

Does proposed revision change program’s total credit hours?  □ Yes  □ No
Current total credit hours: 21  Proposed total credit hours: 21

Describe impact on other programs, policies or procedures (e.g., duplication issues; enrollment and staffing considerations; need; audience; prerequisites; teacher education licensure):
There are existing faculty in place for teaching the Medical Billing Certificate courses. No additional resources will be required.

There are no prerequisites for BSCI 21010 Anatomy & Physiology I.

Units consulted (other departments, programs or campuses affected by this proposal):
Medical Billing faculty
Salem Faculty Council
Tuscarawas Faculty Council
CATS Curriculum Committee
EPC
Faculty Senate

REQUIRED ENDORSEMENTS

_________________________________________  ____/____/____
Department Chair / School Director

_________________________________________  ____/____/____
Campus Dean (for Regional Campuses proposals)

_________________________________________  ____/____/____
College Dean (or designee)
KENT STATE UNIVERSITY
CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date 3-Sep-19         Curriculum Bulletin
Effective Date      Fall 2020         Approved by EPC

Department: OTEC
College: AP - Applied and Technical Studies
Degree: AAB - Associate of Applied Business
Program Name: Office Software Apps Cert
Program Banner Code: C146
Concentration(s):
Concentration(s) Banner Code(s):
Proposal: Inactivate program

Description of proposal:

Due to low enrollment in the Office Software Applications Certificate, a recommendation has been brought to my attention to inactivate the program. This was established in 2010 and has had only a few students enrolled. The courses within the certificate would be better suited for a minor within the Office Technology Program.

The Office Technology (OTE) Program will continue to be offered fully online, and at Ashtabula, Salem, Trumbull & Tuscarawas Campuses. Inactivating the certificate will not affect the total credit hours of the Office Technology Program.

(Please see attached Office Software Applications Certificate)

Does proposed revision change program's total credit hours?  ☑ Yes  ☐ No
Current total credit hours: 21  Proposed total credit hours 0

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

Due to low enrollment, inactivating the Office Software Applications Certificate will not have any impact on other programs.

Units consulted (other departments, programs or campuses affected by this proposal):
Office Technology faculty
Ashtabula Faculty Council
Salem Faculty Council
Trumbull Faculty Council
Tuscarawas Faculty Council
CATS Curriculum Committee
EPC
Faculty Senate

RECOMMENDED ENDORSEMENTS

/ / / 
Department Chair / School Director

/ / / 
Campus Dean (for Regional Campuses proposals)
College Dean (or designee) 

Dean of Graduate Studies (for graduate proposals) 

Provost (or designee)
KENT STATE UNIVERSITY
CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date 3-Sep-19  Curriculum Bulletin _________
Effective Date  Fall 2020  Approved by EPC _________

Department  OTEC
College  AP - Applied and Technical Studies
Degree  AAB - Associate of Applied Business
Program Name  Office Technology  Program Banner Code  OTEC
Concentration(s)  Concentration(s) Banner Code(s)
Proposal  Establish program

Description of proposal:
In order to provide students with a competitive advantage within the Office Technology field, a recommendation for a new minor in the Office Technology (OTEC) Degree Program is being proposed. This proposal entails using the Office Software Applications Certificate courses for the proposed minor. Students will enhance their skills and knowledge with the use of current software applications and technology. This not only increases their marketability in the workplace, but also broadens their skills within the office technology field. This provides students the opportunity to pursue a field of interest within their major. The Office Software Applications Minor will be displayed on a student’s transcript.

The flexibility for students will continue with web-based courses for the new minor, where commuting may not be feasible. The Office Technology (OTEC) Program will continue to be fully offered online, and at Ashtabula, Salem, Trumbull & Tuscarawas Campuses. (Please see attached Office Software Applications Minor requirements)

Does proposed revision change program’s total credit hours?  ☑ Yes  ☐ No
Current total credit hours: 0  Proposed total credit hours 21

Describe impact on other programs, policies or procedures (e.g., duplication issues; enrollment and staffing considerations; need; audience; prerequisites; teacher education licensure):
The online format using Blackboard Learn has already existed for the Office Technology (OTEC) Program. There are existing faculty in place for teaching the office software applications courses. These courses are also part of the Office Technology (OTEC) Program.

Existing faculty have already been teaching web courses using Blackboard Learn. Faculty have either attended Blackboard workshops or “Quality Matters” workshops. The Office Software Applications courses have been offered within the OTEC Degree Program; therefore, enrollment has been sustainable.

There are no fiscal considerations currently, because students supply their own computer resources for web-based courses. There are not any expenses incurred regarding classroom facilities or resources. There has been consistent enrollment within the online Office Technology Program. Students are attracted to the flexibility and convenience of this format, where commuting may not be feasible.

The Office Software Applications Minor provides the breadth and depth of skills and knowledge within the Office Technology Program. Personal fulfillment may also be achieved as students focus in on their career objectives.
Units consulted (other departments, programs or campuses affected by this proposal):
Office Technology faculty
Ashtabula Faculty Council
Salem Faculty Council
Trumbull Faculty Council
Tuscarawas Faculty Council
CATS Curriculum Committee
EPC
Faculty Senate

REQUIRED ENDORSEMENTS

___________________________________________________________ __/___/
Department Chair / School Director

___________________________________________________________ __/___/
Campus Dean (for Regional Campuses proposals)

___________________________________________________________ __/___/
College Dean (or designee)

___________________________________________________________ __/___/
Dean of Graduate Studies (for graduate proposals)

___________________________________________________________ __/___/
Provost (or designee)
Medical Billing Undergraduate Certificate

Overview

College of Applied and Technical Studies

cats@kent.edu
www.kent.edu/cats

Description

The Medical Billing undergraduate certificate provides a basic understanding of software, medical terminology, coding and procedures used in medical settings such as hospitals, clinics, doctors' offices and outsourcing facilities involved with providing billing operations.

FULLY OFFERED AT:

- Online
- Salem Campus
- Tuscarawas Campus

Program Requirements

Certificate Requirements

<table>
<thead>
<tr>
<th>BSCI 10001</th>
<th>HUMAN BIOLOGY (KBS)</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Or BSCI 21010 Anatomy &amp; Physiology I</td>
<td>4 credits - only offered on campus</td>
<td></td>
</tr>
<tr>
<td>HED 14020</td>
<td>MEDICAL TERMINOLOGY</td>
<td>3</td>
</tr>
<tr>
<td>OTEC 16620</td>
<td>WORD PROCESSING I</td>
<td>3</td>
</tr>
<tr>
<td>OTEC 16639</td>
<td>DATABASE APPLICATIONS</td>
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</tr>
<tr>
<td>OTEC 26650</td>
<td>MEDICAL BILLING PROCEDURES</td>
<td>3</td>
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<tr>
<td>OTEC 26655</td>
<td>ICD CODING</td>
<td>3</td>
</tr>
<tr>
<td>OTEC 26656</td>
<td>CPT CODING</td>
<td>3</td>
</tr>
</tbody>
</table>

Minimum Total Credit Hours: 21
GRADUATION REQUIREMENTS

MINIMUM CERTIFICATE GPA

2.000

GRADUATION REQUIREMENTS SUMMARY- CERTIFICATES

- Students must complete a minimum of 15 credit hours of the certificate curriculum at Kent State University.
- Transfer credits may be used as long as a letter grade appears on original transcript
Office Software Applications Minor

Overview:

College of Applied and Technical Studies

cats@kent.edu

www.kent.edu/cats

Description:

The Office Software Application undergraduate minor provides a solid background in Microsoft Office software applications to assist individuals in becoming productive office workers. The program enables students to establish or update skills using the latest version of software that is commonly used in offices today.

Fully offered at:

- Online
- Ashtabula
- Salem
- Trumbull
- Tuscarawas

Admission Requirements

Admission to a minor is open to students declared in an associate degree, the A.A.B. degree.

The university affirmatively strives to provide educational opportunities and access to students with varied backgrounds, those with special talents and adult students who graduated from high school three or more years ago.

Kent State campuses at Ashtabula, East Liverpool, Geauga, Salem, Stark, Trumbull and Tuscarawas, and the Regional Academic Center in Twinsburg, have open enrollment admission for students who hold a high school diploma, GED or equivalent.

For more information on admissions, contact the Regional Campuses admissions Offices.
Program Requirements:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>IT 21010</td>
<td>Workgroup Productivity Software</td>
<td>3</td>
</tr>
<tr>
<td>OTEC 16620</td>
<td>Word Processing I</td>
<td>3</td>
</tr>
<tr>
<td>OTEC 16621</td>
<td>Word Processing II</td>
<td>3</td>
</tr>
<tr>
<td>OTEC 16625</td>
<td>Business Presentations</td>
<td>3</td>
</tr>
<tr>
<td>OTEC 16639</td>
<td>Database Applications</td>
<td>3</td>
</tr>
<tr>
<td>OTEC 26611</td>
<td>Spreadsheet Applications</td>
<td>3</td>
</tr>
<tr>
<td>OTEC 26640</td>
<td>Current Technologies</td>
<td>3</td>
</tr>
</tbody>
</table>

Minimum Total Credit Hours 21

GRADUATION REQUIREMENTS
Minimum Minor GPA 2.00

- Students must complete a minimum of 15 credit hours of the minor curriculum at Kent State University.
- Maximum 6 credit hours of transfer credits may be used as long as letter grades appear on original transcripts.
OFFICE SOFTWARE APPLICATIONS - UNDERGRADUATE CERTIFICATE

College of Applied and Technical Studies
cats@kent.edu
www.kent.edu/cats

Description
The Office Software Application undergraduate certificate provides a solid background in Microsoft Office software applications to assist individuals in becoming productive office workers. The program enables students to establish or update skills using the latest version of software that is commonly used in offices today.

Fully Offered At:
- Ashtabula Campus
- Tuscarawas Campus

Admission Requirements
The university affirmatively strives to provide educational opportunities and access to students with varied backgrounds, those with special talents and adult students who graduated from high school three or more years ago.

Kent State campuses at Ashtabula, East Liverpool, Geauga, Salem, Stark, Trumbull and Tuscarawas, and the Regional Academic Center in Twinsburg, have open enrollment admission for students who hold a high school diploma, GED or equivalent.

For more information on admissions, contact the Regional Campuses admissions offices.

Program Requirements

Certificate Requirements

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<th>Code</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
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<tr>
<td>IT 21010</td>
<td>WORKGROUP PRODUCTIVITY SOFTWARE</td>
<td>3</td>
</tr>
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<td>OTEC 16620</td>
<td>WORD PROCESSING I</td>
<td>3</td>
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<tr>
<td>OTEC 16621</td>
<td>WORD PROCESSING II</td>
<td>3</td>
</tr>
<tr>
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<td>BUSINESS PRESENTATIONS</td>
<td>3</td>
</tr>
<tr>
<td>OTEC 16639</td>
<td>DATABASE APPLICATIONS</td>
<td>3</td>
</tr>
<tr>
<td>OTEC 26611</td>
<td>SPREADSHEET APPLICATIONS</td>
<td>3</td>
</tr>
<tr>
<td>OTEC 26640</td>
<td>CURRENT TECHNOLOGIES</td>
<td>3</td>
</tr>
</tbody>
</table>

Minimum Total Credit Hours: 21

Graduation Requirements

Minimum Certificate GPA 2.000

- Students must complete a minimum of 15 credit hours of the certificate curriculum at Kent State University.
- Maximum 6 credit hours of transfer credits may be used as long as letter grades appear on original transcripts.
Proposal Summary
[BS Game Animation Design to replace BS Modeling, Animation and Game Creation as a Liberal Arts Program]

Description of Action, Including Intended Effect

Revise the name from BS Modeling, Animation and Game Creation to BS Game Animation Design and change the curriculum to a liberal arts degree. These changes are required in order to meet the accreditation requirements for the National Association of Schools of Art & Design (NASAD). This program will be a liberal arts degree in Game Animation Design with concentrations in Game Design and Animation.

As this major integrates conceptual, technical and production design knowledge and skills in the context of a broad liberal arts program, students have the flexibility to choose part of their coursework (with guidance.) This provides the opportunity for students to take a variety of courses to complement their design degree.

Impact on Other Programs, Course Offerings, Students, Faculty, Staff (e.g., duplication issues)

In order to meet the standards of NASAD the percentage of art and design courses needed to increase. In order to meet those requirements the following previously required courses were removed: ENG 20002 Intro to Technical Writing or ENG 20021 Into to Creative Writing, BMRT 11000 Introduction to Business or BUS 10123 Exploiting Business. The following courses were added required: ARTS 14001 Drawing II (previously major elective), ARTH 2206 Art History: Ancient and Medieval Art or ARTH 2207 Art History: Renaissance to Modern Art or VCD 13000 Design: Principles, Processes and Practice.

No other impact as everything was in place for BS MAGC

Fiscal, Enrollment, Facilities and Staffing Considerations

No change

Evidence of Need and Sustainability if Establishing

The degree cannot move forward unless it meets the standards established by NASAD.

Provisions for Phase-Out if Inactivating
N/A

Timetable and Actions Required: a chronology of actions required to approve the proposal with an anticipated
Approved by Kent Tuscarawas academic affairs 9/25/19
Kent Tuscarawas faculty affairs
Kent State College of Applied Technical Studies
NASAD accreditation review – October 2019
KENT STATE UNIVERSITY
CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date 1-Sep-19  Curriculum Bulletin
Effective Date    Fall 2020  Approved by EPC

Department
College         AP - Applied and Technical Studies
Degree          BS - Bachelor of Science
Program Name    Game Animation Design
Concentration(s) Animation, Game Design
Concentration(s) Banner Code(s)
Proposal        Revise program

Description of proposal:
Revise the name from BS Modeling, Animation and Game Creation to BS Game Animation Design
and to change the curriculum to a liberal arts degree. These changes are required in order to
meet the accreditation requirements for the National Association of Schools of Art & Design
(NASAD). This program will be a Liberal Arts degree in Game Animation Design with
concentrations in Game Design and Animation. The degree program prepares students for
careers by developing technical competency, creative/independent problem solving and
conceptual understanding necessary for the challenges of a career in the creative industries. By
offering a broad foundation to our students coupled with a series of core courses that let students
sample different competencies within the game and animation disciplines, we can produce
students with experience in traditional art and general competencies as well as ones that will help
them understand the game and animation mediums. As this major integrates conceptual,
technical and production design knowledge and skills in the context of a broad liberal arts
programs, students have the flexibility to choose part of their coursework (with guidance). This
provides the opportunity for students to take a variety of courses to complement their design
degree.

Does proposed revision change program’s total credit hours?  □ Yes  ☑ No
Current total credit hours: 120  Proposed total credit hours 120

Describe impact on other programs, policies or procedures (e.g., duplication issues; enrollment and
staffing considerations; need; audience; prerequisites; teacher education licensure):
none

Units consulted (other departments, programs or campuses affected by this proposal):
MAGC faculty, to be reviewed by Tuscarawas campus academic affairs, faculty council, CATS
curricular committee, EPC

REQUIRED ENDORSEMENTS

__________________________________________________________________________
Department Chair / School Director

__________________________________________________________________________
Campus Dean (for Regional Campuses proposals)

__________________________________________________________________________
College Dean (or designee)
DESCRIPTION

The Bachelor of Science degree in Modeling, Animation and Game Creation provides the key concepts, creative tools and principles of diverse skills in fundamental and advanced technical knowledge of modeling, animation and game design. Students create graphics, photo-realistic models, 3D characters, animations, level environments and design games.

Upon graduation, students have created a professional-quality portfolio to enter the field of content creators and are prepared for jobs in technical illustration, 2D and 3D modeling, game design, animation, artistic production and exhibition.

The Bachelor of Science degree in Game Animation Design will be a Liberal Arts degree with concentrations in Game Design and Animation. By offering a broad foundation for our students coupled with a series of core courses that let students sample different competencies within the game and animation disciplines, we can produce students with experience in traditional art and general competencies as well as ones that will help them understand the game and animation mediums. As this major integrates conceptual, technical and production design knowledge and skills in the context of a broad liberal arts programs, students have the flexibility to choose part of their coursework (with guidance). This provides the opportunity for students to take a variety of courses to complement their design degree.

The degree program prepares students for careers by developing technical competency, creative/independent problem solving and conceptual understanding necessary for the challenges of a career in the creative industries.

Fully Offered At:

- Kent Campus
- Stark Campus
- Tuscarawas Campus

ACCREDITATION

Not Applicable

National Association of Schools of Art & Design (NASAD)

ADMISSION REQUIREMENTS

Standard admission criteria for a bachelor’s degree.

PROGRAM LEARNING OUTCOMES

Graduates of this program will be able to:

1. Demonstrate current skills in 2D and 3D modeling, animation and game design.
2. Apply design thinking to technological problems, including demonstrating familiarity with design thinking applicable to their professional work.
3. Demonstrate an understanding of the ethics (and legal issues) closely associated with fields of modeling, animation and game design.
4. Demonstrate effective communication skills—both verbally and in written form—with technical, business and design professionals, including effective communication as individuals and as part of a project team.

5. Participate in, and lead, multidisciplinary project teams, demonstrating theoretical and practical understanding of team dynamics.

6. Demonstrate appreciation for diverse cultures and individual differences, and reflect that appreciation in their work.

7. Engage in continuous learning, as well as research and assess new ideas and information to provide the capabilities for lifelong learning.
PROGRAM REQUIREMENTS *Rec'd by curriculum services approved for F2019 catalog – replaced with BS GAD below

Major Requirements (courses count in major GPA)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAGC 11003</td>
<td>Solid Modeling</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 12000</td>
<td>Two-Dimension Graphics</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 12001</td>
<td>Modeling and Texturing I</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 21000</td>
<td>Fundamentals of Mixed Reality</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 22000</td>
<td>Two-Dimension Communication</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 22001</td>
<td>Modeling for Architecture</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 22004</td>
<td>Modeling and Texturing II</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 22005</td>
<td>Multimedia and Game Design</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 22010</td>
<td>Digital Sculpting</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 23020</td>
<td>Gaming and Culture</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 34000</td>
<td>Character Animation</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 34001</td>
<td>Animation Project</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 34003</td>
<td>Animation Theory</td>
<td>3</td>
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<tr>
<td>MAGC 34005</td>
<td>Environmental Game Design</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 43000</td>
<td>Interactive Game Design</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 43025</td>
<td>Real-Time Rendering and Animation</td>
<td>3</td>
</tr>
<tr>
<td>MAGC 49999</td>
<td>Senior Capstone Project</td>
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</tbody>
</table>

Major Electives, choose from the following: 15

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>MAGC 33010</td>
<td>Competitive Gaming</td>
<td></td>
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<tr>
<td>MAGC 33030</td>
<td>Games for Education</td>
<td></td>
</tr>
<tr>
<td>MAGC 33095</td>
<td>Special Topics in Modeling, Animation and Game Creation</td>
<td></td>
</tr>
<tr>
<td>MAGC 43001</td>
<td>Animation Production and Visual Effects</td>
<td></td>
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<tr>
<td>MAGC 43092</td>
<td>Internship in Modeling, Animation and Game Creation (ELR)</td>
<td></td>
</tr>
<tr>
<td>MAGC 43096</td>
<td>Individual Investigation in Modeling, Animation and Game Creation</td>
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</tr>
<tr>
<td>TECH 33020</td>
<td>Computer Hardware II</td>
<td></td>
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</table>

Additional Requirements (courses do not count in major GPA)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS 14000</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>or VCD 14001</td>
<td>Visual Design Literacy</td>
<td></td>
</tr>
<tr>
<td>BMRT 11000</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>or BUS 10123</td>
<td>Exploring Business</td>
<td></td>
</tr>
<tr>
<td>COMM 15000</td>
<td>Introduction to Human Communication (KADL)</td>
<td>3</td>
</tr>
<tr>
<td>ENG 20002</td>
<td>Introduction to Technical Writing</td>
<td>3</td>
</tr>
<tr>
<td>or ENG 20021</td>
<td>Introduction to Creative Writing</td>
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<tr>
<td>MATH 11010</td>
<td>Algebra for Calculus (KMCR)</td>
<td>3</td>
</tr>
<tr>
<td>MATH 11022</td>
<td>Trigonometry (KMCR)</td>
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<tr>
<td>UC 10097</td>
<td>Destination Kent State: First Year Experience</td>
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</table>

Kent Core Composition 6

Kent Core Humanities and Fine Arts (minimum one course from each) 9

Kent Core Social Sciences (must be from two disciplines) 6

Kent Core Basic Sciences (must include one laboratory) 6-7

General Electives (total credit hours depends on earning 120 credit hours, including 39 upper-division credit hours) 8

Minimum Total Credit Hours: 120

Graduation Requirements:

- Minimum Major GPA: 2.000
- Minimum Overall GPA: 2.000
Kent State University  
Degree: Bachelor of Science  
Major: Game Animation Design  
Liberal Arts Degree Program

<table>
<thead>
<tr>
<th>MAJOR REQUIREMENTS - COUNTS IN GPA</th>
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<tbody>
<tr>
<td>MAGIC 12000 2D Graphics</td>
</tr>
<tr>
<td>MAGIC 12001 Modeling and Texturing I</td>
</tr>
<tr>
<td>MAGIC 21000 Fundamentals of Mixed Reality</td>
</tr>
<tr>
<td>MAGIC 22004 Modeling and Texturing II</td>
</tr>
<tr>
<td>MAGIC 22010 Digital Sculpting</td>
</tr>
<tr>
<td>MAGIC 23020 Gaming and Culture</td>
</tr>
<tr>
<td>MAGIC 34003 Animation Theory</td>
</tr>
<tr>
<td>MAGIC 43092 Internship</td>
</tr>
<tr>
<td>or MAGIC 43096 Individual Investigation</td>
</tr>
<tr>
<td>MAGIC 49999 Senior Capstone Project</td>
</tr>
<tr>
<td><strong>Animation or Game Design Concentration</strong></td>
</tr>
<tr>
<td><strong>Animation Concentration</strong></td>
</tr>
<tr>
<td>MAGIC 11003 Solid Modeling</td>
</tr>
<tr>
<td>MAGIC 34000 Character Animation</td>
</tr>
<tr>
<td>MAGIC 34001 Animation Project</td>
</tr>
<tr>
<td>MAGIC 43001 Animation Production and Visual Effects</td>
</tr>
<tr>
<td>MAGIC 43025 Real-Time Rendering and Animation</td>
</tr>
<tr>
<td>MAGIC Course Elective</td>
</tr>
<tr>
<td><strong>Game Design Concentration</strong></td>
</tr>
<tr>
<td>MAGIC 22001 Modeling for Architecture</td>
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<tr>
<td>MAGIC 22005 Multimedia and Game Design</td>
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<td>MAGIC 33010 Competitive Gaming</td>
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<td>MAGIC 33030 Games for Education</td>
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<td>MAGIC 34005 Environmental Game Design</td>
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<tr>
<td>MAGIC 43000 Interactive Game Design</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ADDITIONAL REQUIREMENTS - DO NOT COUNT IN MAJOR GPA</th>
</tr>
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<tbody>
<tr>
<td>ARTS 14000 Drawing I</td>
</tr>
<tr>
<td>ARTS 14001 Drawing II</td>
</tr>
<tr>
<td>ARTH 22006 Art History: Ancient and Medieval Art</td>
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<tr>
<td>or ARTH 22007 Art History: Renaissance to Modern Art</td>
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<tr>
<td>or VCD 13000 Design: Principles, Processes and Practice</td>
</tr>
<tr>
<td>COMM 15000 Introduction to Human Communication</td>
</tr>
<tr>
<td>MATH 11010 Algebra for Calculus</td>
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<tr>
<td>Kent Core Composition</td>
</tr>
<tr>
<td>Kent Core Humanities and Fine Arts</td>
</tr>
<tr>
<td>Kent Core Social Sciences</td>
</tr>
<tr>
<td>Kent Core Basic Sciences</td>
</tr>
<tr>
<td><strong>General Electives</strong></td>
</tr>
<tr>
<td><strong>120</strong></td>
</tr>
</tbody>
</table>

*Students are strongly encouraged to declare a minor or a second major that supports or enhances their career objectives.
## ROADMAP - Original

### Semester One
- ARTS 14000 Drawing I 3
- or VCD 14001 Visual Design Literacy 3
- COMM 15000 Introduction to Human Communication (KADL) 3
- MAGC 12000 Two-Dimension Graphics 3
- UC 10097 Destination Kent State: First Year Experience 1
- Kent Core Requirement 3
- Kent Core Requirement 3
  
  **Credit Hours:** 16

### Semester Three
- MAGC 12001 Modeling and Texturing I 3
- MAGC 21000 Fundamentals of Mixed Reality 3
- MAGC 22001 Modeling for Architecture 3
- Kent Core Requirement 3
- Major Elective 3
  
  **Credit Hours:** 15

### Semester Four
- MAGC 22004 Modeling and Texturing II 3
- MAGC 22005 Multimedia and Game Design 3
- MAGC 22010 Digital Sculpting 3
- MAGC 23020 Gaming and Culture 3
- Kent Core Requirement 3
  
  **Credit Hours:** 15

### Semester Five
- ENG 20002 Introduction to Technical Writing 3
- or ENG 20021 Introduction to Creative Writing 3
- MAGC 34000 Character Animation 3
- MAGC 34003 Animation Theory 3
- Kent Core Requirement 3
- General Elective 3
  
  **Credit Hours:** 15

### Semester Six
- MAGC 34001 Animation Project 3
- MAGC 34005 Environmental Game Design 3
- MATH 11022 Trigonometry (KMCR) 3
- Major Elective 3
- General Elective 3
  
  **Credit Hours:** 15

### Semester Seven
- MAGC 43000 Interactive Game Design 3
- MAGC 43025 Real-Time Rendering and Animation 3
- Major Elective 3
- Kent Core Requirement 6
  
  **Credit Hours:** 15

### Semester Eight
- MAGC 49999 Senior Capstone Project 3
- Major Electives 6
- Kent Core Requirement 3
- General Elective 2
  
  **Credit Hours:** 14

**Minimum Total Credit Hours:** 120
### Catalog Copy – B.S. Degree in Modeling, Animation and Game Creation

**ROADMAP - BS GAME ANIMATION DESIGN**

### ANIMATION CONCENTRATION

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Semester Two</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS 14000 Drawing I</td>
<td>BMRT 11000 Introduction to Business OR BUS 10123 Exploring Business</td>
</tr>
<tr>
<td>or VCD 14001 Visual Design Literacy</td>
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<tr>
<td>COMM 15000 Introduction to Human Comm (KADL)</td>
<td>ARTS 14001 Drawing II - add</td>
</tr>
<tr>
<td>MAGC 12000 2D Graphics</td>
<td>MAGC 11003 Solid Modeling</td>
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<tr>
<td>UC 10097 Destination Kent State: First Year Experience</td>
<td>MAGC 22000 2D Communication remove</td>
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<tr>
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<td>ARTH 22006 Art History: Ancient and Medieval Art</td>
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<tr>
<td></td>
<td>or ARTH 22007 Art History: Renaissance to Modern Art</td>
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<tr>
<td></td>
<td>or VCD 13000 Design: Principles, Processes and Practice - add</td>
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<table>
<thead>
<tr>
<th>Semester Three</th>
<th>Semester Four</th>
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<tbody>
<tr>
<td>MAGC 12001 Modeling and Texturing I</td>
<td>MAGC 22004 Modeling and Texturing II</td>
</tr>
<tr>
<td>MAGC 21000 Fundamentals of Mixed Reality</td>
<td>MAGC 22005 Multimedia and Game Design - remove</td>
</tr>
<tr>
<td>MAGC 22004+Modeling for Architecture - remove</td>
<td>MAGC 22010 Digital Sculpting</td>
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<tr>
<td>Kent Core Requirement</td>
<td>MAGC 23020 Gaming and Culture - move to sem 3</td>
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<td>Major Elective remove</td>
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<tr>
<td>MAGC 23020 Gaming &amp; Culture – from sem 4</td>
<td>Major Electives - add</td>
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<tr>
<td>General Elective - add</td>
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<tr>
<td><strong>Credit Hours:</strong> 15</td>
<td>General Elective</td>
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<td>General Elective - add</td>
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<thead>
<tr>
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<td>-OR- ENGR 20024-Introduction to Creative Writing</td>
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<tr>
<td>remove</td>
<td>MATH 11022 Trigonometry (KMCR)</td>
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<tr>
<td>MAGC 34000 Character Animation</td>
<td>Major Elective</td>
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<tr>
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<th>Semester Eight</th>
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</thead>
<tbody>
<tr>
<td>MAGC 43000 Interactive Game Design - remove</td>
<td>MAGC 49999 Senior Capstone Project</td>
</tr>
<tr>
<td>MAGC 43025 Real-Time Rendering and Animation</td>
<td>Major Electives - remove</td>
</tr>
<tr>
<td>Major-Elective - remove</td>
<td>Kent Core Requirement</td>
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<td>Kent Core Requirement</td>
<td>General Elective</td>
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<tr>
<td>MAGC 43025 Animation Production Visual Effects - add</td>
<td>MAGC 43092 Internship</td>
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<td><strong>Credit Hours:</strong> 14</td>
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<tr>
<td></td>
<td>or MAGC 43096 Individual Investigation</td>
</tr>
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Catalog Copy – B.S. Degree in Modeling, Animation and Game Creation

ROADMAP - BS GAME ANIMATION DESIGN

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Major Elective remove
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Credit Hours: 15

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General Elective – add

Credit Hours: 15

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ARTS 14001 Drawing II - add
MAGC-14003 Solid Modeling remove
MAGC-22000-2D Communication remove
MATH 11010 Algebra for Calculus (KMC3) 3
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General Elective 3

Credit Hours: 15

Semester Eight
MAGC 49999 Senior Capstone Project 3
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MAGC 43092 Internship 3
or MAGC 43096 Individual Investigation
General Elective - add

Credit Hours: 14

Minimum Total Credit Hours: 120
Academic Affairs Committee

9/30/19

Electronic Meeting

Electronic Response from: Kingsly Berlin-chair, Sue Hoffman, Jill Chen, Tim Fritz, Mary Cameron, Christopher Totten, Jason Ruegsegger,

Agenda

1 proposal needed for review. Email sent 9/30/19 for members to review and respond ASAP.

Three proposals submitted by Sankalp Sharma

1. Request to offer Associate degree in Agribusiness

Members responded with one question on the “type of request”. Shouldn’t this be a new degree designation not a new program within an existing degree. Email was sent to Sankalp to check with curricular services as Kent for what box to select before sending to FC.

Response from Sankalp:

Yea, in fact that’s the correct one. I actually emailed Therese the initial inquiry and she’s the one who recommended the change to new major

6 votes from members to send the proposal to FC. Sankalp was sent an email on 10/1/19 to forward proposal to FC.
INITIAL INQUIRY
REQUEST TO OFFER A NEW PROGRAM

Date of submission: 8/29/2019

Name of institution: Kent State University

Primary institutional contact for this request:
Therese E. Tillelt
Executive Director of Curriculum Services, Office of the Provost
330-672-8558 / tillett1@kent.edu

Name of program: Agribusiness

Classification of Instructional Program (CIP):
Contact Therese Tillelt to discuss.

Proposed start date: Latest by Fall 2021 (would prefer to expedite it to Fall 2020)
Start date is contingent upon final approval from the Ohio Department of Higher Education and the Higher Learning Commission.

Type of request:
☐ New degree designation
☒ New program within an existing degree (e.g., major, minor, concentration)

Delivery options (check all that apply):
Campus-based
☐ Online/hybrid delivery
☐ Flexible or accelerated delivery
☐ Offering the program at a new offsite location
☐ Offering the program at an existing offsite location
☐ Program contains off-campus experiences (e.g., internship, clinical, practicum, student teaching)

The institution will be seeking specialized accreditation for the program:
☒ No ☐ Yes

If “yes, provide the name of the accrediting agency:

Provide a brief description of the request.
Kent State University at Tuscarawas’ Agribusiness program seeks to target more agriculture students interested in Tuscarawas and nearby counties. After discussions with several stakeholders, we have decided that offering an Associate’s degree would help grow enrollment significantly. These stakeholders include current students from local farm communities, members of the Ohio Farm Bureau Federation (OFBF) and adjunct professors in the program.

Explain the academic unit’s rationale for making the request.
Most students enrolled in the Tuscarawas campus follow the work-study approach. When they are not studying, they work to earn an income, which pays for their tuition and living requirements. However, we in the Agribusiness program have anecdotally observed that some potential students are less willing to dedicate four-years of their life to the Agribusiness Bachelor’s program. While cheaper than Ohio ATI and Wilmington, a four-year program may not work for financially disadvantaged students. The opportunity cost of a two-year program might be lower than the four-year for these students, many of whom want to begin earning as soon as possible. Several come from family farms and have planting, harvesting and maintenance duties on their own operation. Nonetheless, they still wish to learn issues related to agricultural marketing, new techniques in farm management and global issues occurring in agriculture. Thus, instead of coming to us, they opt to pursue some trade/vocation course in agriculture such as ag-mechanics. Currently the Kent System does not provide any program, which offers a curtailed agribusiness degree. We believe that there are enough students in this region, who fall under this category to justify offering an Associate’s degree. It will add flexibility for the students, by serving as a conduit to the full Bachelor’s degree. We strongly believe that offering both degrees in conjunction will lead to higher enrollment outcomes.

Indicate whether additional resources (e.g., faculty, staff, facilities, technology) will be needed to support the proposed request.
ALC committee - September 25, 2019 meeting

In attendance: Cherie Bronkar, Ginger Bihn-Coss, Tony Dallacheisa, Ashley Galati, Amanda Hayes

1. Cherie- news/ events /concerns in the ALC that faculty should be aware of...
   - Cherie and Tammy are teaching 4 sections of DKS- altering some assignments; exposing them to trainings, student events, etc.
     o Large attendance at USG meeting, ALICE training
2. Workshops in the ALC this semester
   - October-16 (MLA), 23(APA), 30 (Plagiarism)
     o Offer extra credit? Encourage attendance?
     o Suggestions from faculty RE other workshops: how to conduct research? Microsoft office usage (esp. converting from google docs)?
   - Also planned: Lifeskills workshop series at noon- toilet clogs? Cooking on budget, check your oil, change a tire
     o If Faculty have ideas/ want to be involved? Let Cherie now
   - Lastly, it is being discussed if faculty could share their research- talk about an article/ book- in the ALC at noon?
     o Amanda- presenting in October
   - Ashley: brought up the idea of Incentives- to attend a workshop, makerspace, writing center, consult with librarian→ money on flashcard for copies and/or food?
     o ?? might be a win-win- help attendance/ involvement in ALC; help students with financial stress
     o Need to work out details; cost
3. Core Book collection
   - Cherie- Ordered 15 more core texts
   - If faculty want core texts ordered- contact her
4. Makerspace- workshops
   - Maria- Makerspace Mondays for students
   - Kent Makerspace – best in OHIO 😊(GO KSU T!!)
   - Faculty in this committee→ makerspace workshop at a future meeting?
5. Reminder- faculty → money
   - $500 each faculty member- to spend in library, on Makerspace, etc.

?? Cherie- possibly on October 1 or 3- The Dead Files- coming to air at KSU Tusc. Library??

Discussion:

Charges of this committee:
2019 – 2020 Charges:
1. Continue to suggest workshops that benefit faculty and students. (2 above)
2. Respond as necessary to new program/course needs, accrediting agency recommendations, and program reviews.
3. Continue to develop the library’s core text/textbook collection for student use. (3 above)
4. Continue to investigate ways that the library can become better known by, and better meet the needs of, the surrounding community.
How to get community involved?
- Ginger: Maria is really taking charge with this RE Makerspace
- Tony: sees events listed in community about events at Dover/ NP libraries—should we do same?
- Ginger: perhaps we could at least publicize events already scheduled? We also discussed possibility last year of bringing in some of the students who attend PAC events?

5. Investigate ways, in coordination with the Student Affairs Committee, which would encourage more student use of the Library’s Maker’s Space.
   Ashley: Colloquium- make posters using MakerSpace
   All: Other faculty- do use it; perhaps remind faculty or have them brainstorm ways they might incorporate it into student projects?
Warther’s Christmas Tree Committee Meeting (Community Engagement)

September 17, 2019

Present: Denise McEnroe-Petitte (recorder), Maria Feik, Don Gerbig, Kim Watt, Jackie Williams, Toni Ferrittop, Chad Conrad, Cherie Bronkar, Tammie Beaber,

Absent: Joan Lappin, Beth Knapp, Mistey Bailey, Paul Dykshoorn, Laurie Barcus

Members of last year’s committee were invited to the meeting. Anyone knowing others that want to help were encouraged to ask them to join us at future meetings and let Denise know so invites can be sent out.

Discussion about having this project be a yearly activity for the campus. All agreed to this. It is a good way to market KSUT and give back to the community.

Thoughts about this year’s theme with all agreeing to focus on the 50th year for nursing at the campus.

Chad offered that he has completed the paperwork for this activity. The tree will need to be ready by Nov. 11, 2019 as it will be picked up here and taken to Warther’s for the event which begins Nov. 15, 2019.

Toni and Chad picked up a tree and some ornaments today at the UH auxiliary facility. Blue and gold will be the colors we will use. Last year, a wreath was also made with plans to do the same this year.

Tom and Joan Lappin will put the tree together once Chad firms up the area where we will be able to work in.

Those present suggested various ornaments that could be used on the tree for nursing. Tammie will send out some examples to all to review. If anyone finds other examples, please send to Maria. Maria (she will talk with Paul also) will see what they can make with the Makerspace. Samples of ornaments will be ready for our next meeting to decide on what we want to use.

Denise will talk with Laurie about making a tree skirt as she did last year.

Discussion was held about allowing staff to assist with this project. Comment were made that Steve and Cherie are OK with it. Denise will talk with Joan (I did and she is fine with it).

Chad will investigate the budget for this project. Denise offered that in the past, Community Engagement has a budget for a luncheon and student worker which has not been utilized for a few years. Perhaps this is still available.

Next meeting will be Tuesday Oct. 1, 2019 at 3P in the nursing conference room.

Dr. Denise McEnroe-Petitte, RN
Community Engagement Coordinator
Student Conference Presenter Application

Kent State University Tuscarawas Announces Funding Opportunities for Student Conference Presentations of Research/Creative Activity during the 2019-2020 Academic Year

_Purposes:_ The purposes of the Kent State University Tuscarawas Student Research/Creative Activity Conference Presentation application are to:
- allow students who have performed research or carried out a creative activity under the supervision of a full-time Faculty member to present their achievement at a conference or convention in a relevant field
- provide to students the chance to interact and to share their findings with others
- enable KSU Tuscarawas to exhibit student research and creative activity achievements
- expand the vision/perspective of your field

_Eligibility and Scope:_ All current students at Kent State University Tuscarawas considering conference funds must have a GPA greater than or equals to 3.0 and must have their major or an undeclared major at KSU Tuscarawas. The research or creative activity must be performed under the supervision of a full-time Faculty member of the Tuscarawas Campus. An approval or denial decision will be sent to students and their faculty mentors after review of applications by the Student Affairs Committee. Each year there will be two deadlines funding students who are traveling to conferences for the purpose of presenting their projects. The _fall deadline_ will fund conference travel occurring during the fall of the current academic year, while the _spring deadline_ will be used to fund conferences occurring during the spring and summer of the current academic year.

_Note:_ Faculty mentors are not eligible for this fund. Faculty needing funding assistance for conferences should use their professional development fund, the supplemental travel money available at KSUT, and/or submit a request to the KSU University Research Council.

_Deadline:_
- Funding requests for conferences taking place during the Fall 2019 semester are due on November 8, 2019. Funding requests for conferences taking place during the Spring or Summer 2020 semesters are due on April 10, 2020.

_Process and Procedures:_
- Research or Creative Activity work/project to be presented at the conference must be supervised by a Kent State University Tuscarawas full-time Faculty member.

- Proposals must be submitted to the Committee Chair, Dr. Wensheng Kang, by November 8, 2019 at 5:00pm and April 10, 2020 at 5:00pm, respectively. Proposals may be submitted to Dr. Kang electronically, in .pdf or MS Word format, at wkang3@kent.edu, or in hard-copy, room ST-152, Science and Technology Center. Proposals must include all of the information requested on the attached application form. Incomplete proposals
may be rejected.

- Students and Faculty mentors will be notified of the status of their application by November 15, 2019 and April 17, 2020.

- Travel arrangements must be made with the Business Office (ideally) before the trip to ensure that University policies are met and liabilities are minimized. Please contact Waliah Poto at wpoto@kent.edu or call 330-308-7403.
  - This includes vehicle rental, air transportation, meals, registrations, hotels, etc.
  - Please save all receipts from your travels.

- The absence authorization/expenditure estimate must be submitted with the student research/creative activity conference fund form. Electronic forms are available through the Business Office (please contact Waliah Poto at wpoto@kent.edu).

- Hold harmless forms must be filled out by the faculty member for any travel. The hold harmless form is online at https://www.kent.edu/generalcounsel/hold-harmless-data-form

- Funds are up to $1,000 per application. This maximum amount is not guaranteed but contingent on the number of funding requests received and in appropriate increments as determined by the Committee. Additionally, funds allocated may depend on the number of students involved in the conference and the travel distance.

- Students will display posters of their work during the academic year, in addition to having the option of presenting their poster during the Kent State University Tuscarawas Student Colloquium on Research, Scholarship, and Creative Activity.
**Timeline:**

**Fall 2019:**

**November 8, 2019 5:00pm**  Deadline for submitting funding requests for conferences

**November 15, 2019**  Students and mentors notified of decisions and need for possible revisions

**November 28, 2019**  Deadline for submitting revisions

**Spring and Summer 2020:**

**April 10, 2020 5:00pm**  Deadline for submitting funding requests for conferences

**April 17, 2020**  Students and mentors notified of decisions and need for possible revisions

**May 1, 2020**  Deadline for submitting revisions

**For Presenting Findings/Sharing Newly Learned Information:**

**April 13, 2020**  Kent State University Tuscarawas Student Colloquium on Research, Scholarship, and Creative Activity; presentation or poster

**TBD**  Individual posters to be displayed on the Tuscarawas Campus (coordinated with the Committee Chair)
Kent State University Tuscarawas
2019-2020 Student Research/Creative Activity Conference Presenter Form

Please neatly print the following information:

Full Name: ____________________________
Address: ____________________________________________________________

E-mail: ____________________________ Phone: ____________________________
Major: ____________________________ GPA: ____________________________
Faculty Mentor: ____________________________

Poster or Presentation title:

Conference title:

Date of the Conference: ____________________________________________

On separate sheets of paper, please type your abstract in no less than twelve-point font. Use double spacing with at least one-inch margins on all sides. Please restrict your abstract to no more than 250 words.

ENSURE THAT YOUR ABSTRACT FOLLOWS THESE GUIDELINES (no more than 250 words):
1. Introduction: Include an introduction to the research/creative activity achieved.
2. Area covered: include a brief summary of outcomes.
3. Conclusion: include the impact your result has or may have on your field of expertise.

Additionally, you must include a budget for your conference travel. Please create a separate document for the budget, and include the following information:
1. Registration fees
2. Accommodation for the entire stay
3. Food (keep receipts)
4. Airfare/Car rental
5. Poster printing (free at Maker's Space in ALC, KSU Tuscarawas)

Use this page as the cover sheet for your conference proposal after obtaining your faculty mentor's signature.

Student Signature ____________________________ Date ________
Faculty Mentor Signature ____________________________ Date ________

Please submit completed proposals to Dr. Wensheng Kang, Chair, Student Affairs Committee, by November 8, 2019 and April 10, 2020, at 5:00pm.

Date received by Student Affairs Committee Chair: _________________

Student Affairs Committee Members: Kurt Eisemann, Mariann Harding, Wensheng Kang, Justin McCrea, Dhruva Panthi; Roshinee Perera; Chitra Rajagopal; Joe Vanfossen
Student Colloquium on Research, Scholarship, and Creative Activity

Kent State University Tuscarawas Announces Opportunities for Student Research and Creative Activity during the 2019-2020 Academic Year

Objective: The goals of the Kent State University Tuscarawas Student Colloquium on Research, Scholarship, and Creative Activity ("Student Colloquium") are to:

- introduce students to the skills and methodologies required for research (e.g., analytical, empirical, theoretical, basic, applied) and creative activities (e.g., graphic or costume design, performance, short stories, poetry) in a given academic discipline;
- engage motivated students in research and creative activities under the guidance of an expert (faculty mentor);
- provide students with the opportunity to expand their academic involvement and experience;
- strengthen collaboration among faculty and students by providing resources for projects of mutual interest; and
- facilitate students' intellectual and/or professional growth.

Opportunities: The above goals can be met as part of one of the following opportunities (tiers linked to funding):

- Research/Creative activities conducted outside the classroom; original projects in which students do not receive credit (tier 1)
- Research/Creative Activities conducted as part of a KSU Tuscarawas course (tier 2)

Eligibility and Scope: Students currently enrolled at Kent State University Tuscarawas and in good standing are eligible to submit applications. Projects must be mentored by a KSU Tuscarawas faculty member. Funding will be distributed after Student Affairs Committee approval, announced no later than Friday, November 29, 2019, and will conclude with formal presentations at a public colloquium to be held on the Tuscarawas Campus: Monday, April 13, 2020, at 7:00 PM in the Science and Technology Center, room 126.

Process and Procedures:

- Students interested in participating in the 2019-2020 Student Colloquium should collaborate with a Kent State University Tuscarawas faculty mentor to prepare a project proposal. Projects which include more than one student must include proposals from each student indicating their individual contributions (requirements below).

- Proposals must be submitted, to the Committee Chair, Dr. Wensheng Kang, by 5:00pm on Friday, November 15, 2019. Proposals may be submitted to Dr. Kang electronically, in .pdf or MS Word format, at wkang3@kent.edu, or in hard-copy, room ST-152, Science and Technology Center. Proposals must include all of the information requested on the attached application form. Incomplete proposals may be rejected.
• Students and faculty mentors will be notified of the status of their proposals by November 29, 2019.

• Projects involving the use of human or animal subjects requires ethics training (CITI) and approval of the Institutional Review Board (IRB). Please be sure to complete these requirements as early as possible, as they are both time-intensive.

• The faculty mentor(s) of students invited to participate in the Student Colloquium will submit a brief progress summary or outline to the Committee by February 28, 2020.

• The Student Colloquium will provide funds for materials associated with completing the research or creative activity; depending on the type of project (based on the tier), the funding restrictions will vary. In all cases, the maximum amount of funding is not guaranteed, but is contingent on the number of funding requests received.
  • Funding for Tier 1 projects (original research/creative activity) is limited to $1000 per project.
  • Funding for Tier 2 projects (research/creative activity conducted as part of a course) is limited to $500 per project.

• Students will present their projects, in accordance with disciplinary standards (symposium and/or poster), at the public Student Colloquium to be held at the Kent State University Tuscarawas campus on Monday, April 13, 2020, at 7:00 PM.

• The final project should reflect your discipline’s and specific project’s outcomes, and may be in any of the following formats: a formal paper (using a standard professional format such as APA or MLA), a final product produced during the creative activity, or the electronic medium (e.g., PowerPoint, Prezi) which accompanied the symposium presentation. Students must submit a final project to the Committee and their faculty mentor by May 1, 2020.

• Students may create a professional poster related to their final project, with input/direction from their faculty mentor, for display at the Student Colloquium and on the Kent State University Tuscarawas campus. Templates will be available from the Committee for student use, and printing is available free of charge in the Maker’s Space found in the Academic Learning Commons.
### Timeline

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
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<tbody>
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<td>5:00 PM</td>
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<tr>
<td>December 6, 2019</td>
<td>Deadline for submitting revisions</td>
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<tr>
<td>February 28, 2020</td>
<td>Progress summary/outline due</td>
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<tr>
<td>April 13, 2020</td>
<td>Kent State University Tuscarawas Student Colloquium on Research, Scholarship, and Creative Activity</td>
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<tr>
<td>May 1, 2020</td>
<td>Last day for students to submit final projects and/or posters to the Committee; and final projects to the Faculty Mentors</td>
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Kent State University Tuscarawas
2019-2020 Student Colloquium Proposal Form

Please type or neatly print the following information:

Full Name: ____________________________

Address: ______________________________

E-mail: __________________ Phone: ______

Major: __________________________ GPA: ______

Faculty Mentor: __________________________

Project Title: __________________________

On separate sheets of paper, please type your project proposal in twelve-point font. Use double spacing with at least one-inch margins on all sides. Please restrict your proposal to no more than five pages; use appendices if necessary. **ENSURE THAT YOUR PROPOSAL FOLLOWS THE GUIDELINES BELOW:**

1. **Project Description:** Clearly discuss 1) the objectives of the proposed project, 2) how you plan to carry out the project, and 3) why engaging in this project is important to your intellectual and or professional growth. This portion of the proposal should make clear the aims, methods, and scope of the project, as well as any suspected impacts of this project on your field of study.

2. **Project Timeline:** Provide a step-by-step plan for achieving your objectives, including projected dates for completion of each step.

3. **Project Budget:** Provide an estimated budget for the anticipated expenses after consulting with your mentor. Be as specific as possible. If your project does not require funding, please state this as well. (Funding is subject to availability)

4. **The proposal should be between one and five pages long including the description, timeline, budget, and any figures or tables. The bibliography/references should be on a separate page.**

Use this page as the cover sheet for your project proposal after obtaining your faculty mentor’s signature.

Student Signature __________ Date __________ Faculty Mentor Signature __________ Date __________

**Please submit completed proposals to Dr. Wensheng Kang,**
Chair, Student Affairs Committee, by November 15, 2019 at 5:00pm.

Date received by Student Affairs Committee Chair:
Student Affairs Committee Members: Kurt Eisermann; Mariami Harding; Wensheng Kang; Justin McCrea; Dhruba Panthi; Roshinee Petera; Chitra Rajagopal; Joe Vanfossen
Student Colloquium on Research, Scholarship, and Creative Activity

Kent State University Tuscarawas Announces Opportunities for Student Research and Creative Activity during the 2019-2020 Academic Year

Objective: The goals of the Kent State University Tuscarawas Student Colloquium on Research, Scholarship, and Creative Activity (“Student Colloquium”) are to:

- introduce students to the skills and methodologies required for research (e.g., analytical, empirical, theoretical, basic, applied) and creative activities (e.g., graphic or costume design, performance, short stories, poetry) in a given academic discipline;
- engage motivated students in research and creative activities under the guidance of an expert (faculty mentor);
- provide students with the opportunity to expand their academic involvement and experience;
- strengthen collaboration among faculty and students by providing resources for projects of mutual interest; and
- facilitate students’ intellectual and/or professional growth.

Opportunities: The above goals can be met as part of one of the following opportunities (tiers linked to funding):

- Research/Creative activities conducted outside the classroom; original projects in which students do not receive credit (tier 1)
- Research/Creative Activities conducted as part of a KSU Tuscarawas course (tier 2)

Eligibility and Scope: Students currently enrolled at Kent State University Tuscarawas and in good standing are eligible to submit applications. Projects must be mentored by a KSU Tuscarawas faculty member. Funding will be distributed after Student Affairs Committee approval, announced no later than Friday, November 29, 2019, and will conclude with formal presentations at a public colloquium to be held on the Tuscarawas Campus: Monday, April 13, 2020, at 7:00 PM in the Science and Technology Center, room 126.

Process and Procedures:

- Students interested in participating in the 2019-2020 Student Colloquium should collaborate with a Kent State University Tuscarawas faculty mentor to prepare a project proposal. Projects which include more than one student must include proposals from each student indicating their individual contributions (requirements below).

- Proposals must be submitted, to the Committee Chair, Dr. Wensheng Kang, by 5:00pm on Friday, November 15, 2019. Proposals may be submitted to Dr. Kang electronically, in .pdf or MS Word format, at wkang3@kent.edu, or in hard-copy, room ST-152, Science and Technology Center. Proposals must include all of the information requested on the attached application form. Incomplete proposals may be rejected.
Student Travel Application

Kent State University Tuscarawas Announces Opportunities for Funding Student Travel during the 2019-2020 Academic Year

**Purpose:** The purpose of the Kent State University Tuscarawas Student Travel Fund is to allow students to expand their learning experience beyond the classroom via off-campus academic activities including, but not limited to: field trips, study abroad opportunities, and travel to museums or historic sites.

**Note:** This funding opportunity is not intended to support student travel to conferences for the purpose of presenting; please see the Student Conference Funding application instead.

**Eligibility and Scope:** All current students at Kent State University Tuscarawas are eligible. A Faculty member of the Tuscarawas Campus must coordinate the trip, and, when appropriate, a university representative should aim to accompany students. Students must coordinate with a faculty member to complete an application, either for a group of students or a single student, before submitting their application to the Chair of the Student Affairs Committee. When a group of students is engaged in travel, each student is required to provide a statement on the impact of the trip for their professional development as part of the application. An approval or denial decision will be sent to students and their faculty coordinator after review of applications by the Student Affairs Committee. Each year, two sessions will take place, one session during the Fall semester and a second session during the Spring semester.

**Deadline:**
- Fall session: November 1, 2019 at 5:00pm, for trips taking place during the Fall semester of academic year 2019-2020.
- Spring session: March 13, 2020 at 5:00pm, for trips taking place during the Spring or Summer semester of academic year 2019-2020.

**Process and Procedures:**
- Trips must be coordinated by a Kent State University Tuscarawas Faculty member; and when appropriate, a faculty representative should aim to accompany students at the activity.

- Proposals must be submitted to the Committee Chair, Dr. Wensheng Kang, by **November 1, 2019** and **March 13, 2020**, respectively. Proposals may be submitted to Dr. Kang electronically, in .pdf or MS Word format, at wkang3@kent.edu, or in hard-copy, room ST-152, Science and Technology Center. **Proposals must include all of the information requested on the attached application form.** Incomplete proposals may be rejected.

- Applicants will be notified of the status of their requests by **November 8, 2019** and **March 20, 2020**, respectively. Typically, funds will be available after approval is given.
• Travel arrangements must be made with the Business Office (ideally) before the trip to ensure that University policies are met and liabilities are minimized. Please contact Waliah Poto at wpoto@kent.edu or call 330-308-7403.
  • This includes vehicle rental, air transportation, meals, registrations, hotels, etc.
  • Please save all receipts from your travels.

• The absence authorization/expenditure estimate must be submitted with the student travel fund form. Electronic forms are available through the Business Office (please contact Waliah Poto at wpoto@kent.edu).

• Hold harmless forms must be filled out by the faculty member for any travel. The hold harmless form is online at https://www.kent.edu/generalcounsel/hold-harmless-data-form

• Funds are up to $800 per application. This maximum amount is not guaranteed, but contingent on the number of funding requests received and in appropriate increments as determined by the Committee. Additionally, funds allocated may depend on the number of students involved in the trip and the travel distance.

• Students have the option to present the information learned during a trip at the annual Kent State University Tuscarawas Student Colloquium on Research, Scholarship, and Creative Activity or through an individual poster display. Individual poster displays will be coordinated through the Chair of the Student Affairs Committee.

**Timeline:**

**Fall 2019**

- **November 1, 2019 at 5:00pm** Final date to submit funding requests for Student Travel
- **November 8, 2019 at 5:00pm** Faculty & students notified of decisions

**Spring and Summer 2020**

- **March 13, 2020 at 5:00pm** Final date to submit funding requests for Student Travel
- **March 20, 2020 at 5:00pm** Faculty & students notified of decisions

**For Presenting Findings/Sharing Newly Learned Information**

- **April 13, 2020 7:00pm** Kent State University Tuscarawas Student Colloquium on Research, Scholarship, and Creative Activity
- **TBA** Individual posters to be displayed on the Tuscarawas Campus (coordinated with the Committee Chair)
Kent State University Tuscarawas
2019-2020 Student Travel Fund Form

Please neatly print the following information:

*Full Name: ________________________________

Address: ____________________________________________________________

E-mail: ____________________________  Phone: __________________________

Course name and number: ____________________________________________

Course Instructor: ___________________________________________________

(*) For a group of students, the Instructor is required to provide a list of all students participating on the trip.

Location: ___________________________________________________________

Mode of travel: _______________________________________________________

Date of the trip: ______________________________

Amount requested: $__________

On separate sheets of paper, please type a description of the trip in no less than twelve-point font. Use double spacing with at least one-inch margins on all sides. Please restrict your proposal to no more than five pages; use appendices if necessary. ENSURE THAT YOU FOLLOW THE GUIDELINES BELOW:

1. Reason(s) for trip: in no more than 150 words, explain the general purpose of the trip.
2. Trip Description: in no more than 250 words, explain what event(s) the participants will be engaged in and how this experience will further the learning of participants beyond the classroom.
3. Budget: On a separate document, include a detailed budget for this trip including information about lodging, food, travel arrangements, etc.

Use this page as the cover sheet for your travel proposal after obtaining your faculty mentor’s signature.

Student Signature ___________________________  Date ______________

Faculty Signature ___________________________  Date ______________

Please submit completed proposals to Dr. Wensheng Kang, Chair,
Student Affairs Committee, by November 1, 2019 and March 13, 2020 at 5:00pm.

Date received by Student Affairs Committee Chair: _______________________

Student Affairs Committee Members: Kurt Eiermann; Mariann Harding; Wensheng Kang; Justin McCrea; Dhruva Panthi; Roshinee Perera; Chitra Rajagopal; Joc Vanfossen
KENT STATE UNIVERSITY AT TUSCARAWAS
SUPPLEMENTAL TRAVEL REIMBURSEMENT

(NOTE: This form does not replace the travel pre-authorization form.)

SECTION 1 – To be completed by faculty member.

Name: Cornelius Harding  Date of request: 2/28/19

Destination: Washington, DC

First Supplemental Reimbursement Submission  Second Supplemental Reimbursement Submission

Purpose: Presenter at Professional Conference (100%) – Name of organization: N.I.N.
Attach confirmation of your presentation.
Research, data collection, archival research (80%)
Attendee at professional conference (60%) – Name of organization: ____________________________
Other – Specify purpose and role: ____________________________

Proposed Absence

Dates
9/24 – 9/29/19

Class Absence

Date  Class

NA

Class Arrangements


Estimate cost:

Transportation (Mode of travel: Auto)  $ 130.32
Lodging  $ 1053.60
Meals  $ ______________
Registration Fee  $ 735.00
Other – Specify: ____________________________

Total Estimated Cost  $ 1916.98

Have you requested funding from another source?  Yes  No
If Yes, state from whom. (URC, UTC, FTNTT Prof Dev Pool, etc.)
If No, state why not.  Using URC money to attend another conference

SECTION 2 – To be completed by the Business Office.

Total Estimated Cost (from Section 1)  $ 1916.98
Amount remaining from professional development  $ 500.00
Amount received from other sources  $ 0
Amount requested from supplemental travel fund (limit $1500)  $ 1121.38 x 100 = 74% 1119.78
(Total) (Percentage) (Requested Amount)

SECTION 3 – Authorization by Campus Dean:

Full reimbursement in the amount of $  ________________
Partial reimbursement in the amount of $  ________________
No reimbursement at this time but resubmit at the end of the academic year for possible additional funds
No reimbursement.
KENT STATE UNIVERSITY AT TUSCARAWAS
SUPPLEMENTAL TRAVEL REIMBURSEMENT

(NOTE: This form does not replace the travel pre-authorization form.)

The Faculty Council and the Campus Dean will use the following guidelines to review a request for supplemental travel reimbursement.

1. There is a limit of an additional $1500 per conference/event for travel reimbursement over a faculty member's $800 professional development money. However, a faculty member can reapply to have any additional amount over the $1500 also reimbursed if there is any money left in the supplemental travel reimbursement account at the end of the academic year.

2. There is a hierarchy for the extra travel reimbursement based on the reason for the travel. Please attach the necessary documentation to support your application.
   a. 100% reimbursement for presentation at a conference;
   b. 80% reimbursement for a trip involving data collection or archival research; and
   c. 60% reimbursement for attendance at a conference.
   d. Other travel reimbursement will be considered and the percentage reimbursed will be based on the faculty member's role during that travel.

3. Each faculty member will receive one travel reimbursement over their $800 professional development money before another faculty member can be reimbursed for a second travel reimbursement over his/her $800 professional development money. Second travel reimbursement requests cannot be submitted until spring semester. However, if there is money left in the supplemental travel reimbursement account at the end of the academic year, then a faculty member can submit a request for additional reimbursements. In evaluating additional travel requests, the same process will be followed. As a result, no faculty member will have a third supplemental travel request approved until all faculty requesting a second supplemental travel request have been approved, etc.

4. All supplemental travel requests must be awarded from the supplemental fund for the academic year in which the conference/event occurs.

5. Although the Faculty Council will review supplemental travel reimbursement applications and make recommendations, the Campus Dean makes the final decision to approve or reject a reimbursement application.

6. Faculty Council will review all applications received during a given month at the next scheduled faculty council meeting. If there is a long period between faculty council meetings, requests can be discussed and voted on via email. Any requests approved during these time periods will be reported at the next scheduled faculty council meeting.

Printed Name: [Signature]

Signature: [Signature]

Date: 8/29/19
KENT STATE UNIVERSITY
REGIONAL CAMPUSES
FACULTY ABSENCE AUTHORIZATION/EXPENDITURE ESTIMATE
All copies to be submitted to Campus Dean prior to absence.

SECTION I — To be completed by faculty member

Name ___________________________ Date of request _________
Marian Harding 8/20/19
Department/School: Nursing
Campus: Tuscarawas

Proposed Absence Dates: 9/16 - 9/29/19

Class Absences: ___

Class Arrangement/Disposition of Responsibility: ___

Destination: Washington, DC

Others going from campus or department, if any: ___

Purpose:

☐ Instruction or field trip — Course number ___
☐ Professional meeting or conference — Name of organization ___
☐ Administration — Department, Campus, University ___
☐ Research ___
☐ Other — Specify ___

Description of purpose and role of participant: Podium presentation

SECTION II — To be completed by faculty member only if reimbursement is requested.

Account name and number to be charged: ___

Estimated cost:

Transportation (Mode of travel): Auto 724 miles $130.32
Lodging ___
Meals ___
Registration fee ___
Other — specify ___

Total estimated cost: $1919.32

SECTION III — Recommendation of department chair/school director.

Would the conference/meeting be of value to the professional growth and development of the faculty member? Yes ☐ No ☐

Comments: ___

 signatures

Department Chair/School Director

SECTION IV — Authorization by Campus Dean.

Absence approved ☐ disapproved ☐

☐ Full reimbursement ___
☐ Partial reimbursement — Specify ___
☐ No reimbursement ___

Regional Campus Dean

ACTUAL AUTHORIZED REIMBURSEMENT

$ ___

(Total of Travel Expense Reimbursement Request)

DISTRIBUTION:

White: Attach to Travel Expense Reimbursement Request; send to Associate Vice President
Canary: Campus Dean
Pink: Department Chair/School Director
Goldenrod: Return to faculty member

RECEIVED AUG 19 2019
2019 NLN Summit - Concurrent Session Acceptance

Paige Meehan <pmeehan@nln.org>
Mon 3/4/2019 10:30 AM
To: HARDING, MARIANN <mhardi10@kent.edu>

Dear Mariann Harding,

We are pleased to inform you that your abstract, *Teaching The Lived Experience of Chronic Illness Through Literature and Film*, has been accepted for the 2019 NLN Education Summit as a 45-minute concurrent session. Your concurrent session is scheduled for *Saturday, September 28, 2019, 3:00pm - 3:45pm*.

Please click [HERE](https://www.surveymonkey.com/s/4865425/2019-NLN-Education-Summit-Concurrent-Session-Acceptance) to submit your acceptance form. You can also copy and paste the link below into your browser:

We ask that you read over the items on the acceptance form carefully before submitting. **Please respond no later than Wednesday, March 20, 2019!** If you do not confirm your acceptance by the deadline, another presenter will be slotted in your place.

This year's NLN Education Summit will be held September 26-28, 2019 at the Gaylord National Resort and Convention Center in National Harbor, MD.

You will receive further details regarding your presentation, including the room location and how to submit your PowerPoint presentation, in the months leading up to the Summit. We look forward to your attendance during this celebration of the NLN's rich history and participation in the exchange of knowledge that contributes to the culture of learning that the Summit exemplifies.

If you have any questions or concerns, please contact us at events@nln.org.

Kindly,

NLN Events Department

National League for Nursing | [www.nln.org](http://www.nln.org) | events@nln.org | Tel: 202-909-2500 | The Watergate | 2600 Virginia Avenue NW, 8th Floor, Washington, DC 20037

[![NLN Logo](image)](https://nlncorp.com/nln/newsroom/newsroom/)
Teaching The Lived Experience of Chronic Illness Through Literature and Film (300 words)

**Background.** To help students in an RN-BSN program see the person as a unique individual with his own understanding of the illness experience, literature and film are the pedagogical foundation in a course focusing on chronic illness. The aim is that through making the lived experience of having a chronic condition real, students are more empathetic and provide more competent, compassionate care.

**Design.** Students read autobiographies/biographies and view film about the patient experience of living with a chronic condition. Books and films are selected based on the condition and patient issues portrayed. Using Socratic Seminar, students prepare open-ended questions based on weekly reading assignments. Faculty prepare questions for each film, encouraging active participation and group discussion of underlying insights. Many discussions revolve around select film scenes or quotations students select from the text and comparing those to their experience with similar patients in the clinical setting. Other activities included written reflections and an interview with a person with a chronic condition describing their lived experience.

**Outcome.** Satisfaction with the course is overwhelming, with all students rating every evaluative category as a “5,” strongly agreeing that the course advances their empathy towards patients with chronic conditions. Comments detail students’ having a better understanding of how a chronic condition truly affects the person and their family and often describe changes to routine practice behaviors. The books tend to resonate more than the films, as the books have more detail and put the reader into the setting as if they were the person.

**Implications.** Using literature and film is an effective means to enhance nursing students’ ability to understand a patient’s needs and is successful in helping students understand the patient experience. As a result, students feel they are better able to provide patient-centered care to those with a chronic condition.

**Presenter Bio**

Mariann Harding is a Professor of Nursing Technology at Kent State University Tuscarawas, New Philadelphia, Ohio, where she has been on the faculty since 2005. Her 29 years of nursing experience has primarily been in critical care nursing, and teaching in licensed practical, associate, and baccalaureate nursing programs. She currently teaches medical-surgical nursing for ADN students and chronic illness and disability for RN-BSN students. Besides having authored numerous professional publications, she is co-author of the latest “Critical Thinking Cases in Nursing” series and the lead editor for Lewis’s *Medical Surgical Nursing: Assessment and Management of Clinical Practice*. A primary focus of her research has been on promoting student success.

**Demonstration of Expertise**

Mariann Harding is listed as an author for over a dozen publications appearing in professional journals, such as *Teaching and Learning in Nursing, Nurse Educator,* and *The Journal of Nursing Education and Practice,* and delivered over two dozen presentation that focus on promoting student success. She is co-author of the latest “Critical Thinking Cases in Nursing”
series and is the lead editor for Lewis’s *Medical Surgical Nursing: Assessment and Management of Clinical Practice*. She serves on the editorial board for *Teaching and Learning in Nursing*.

**Summary Abstract (425 characters)**

Film and literature can provide a unique way to actively engage students. In this session you will hear about how to use literature and film in your courses based on an exemplar focusing on patients with chronic illness. You will come away with a review of specific literature and films, as well as practical tips on this effective pedagogy.

Narrative: This program will detail how using literature and film to make the patient’s lived experience of having a chronic illness is an effective means to enhance nursing students’ ability to understand a patient’s needs and provide more compassionate, patient-centered care.

**Learning Objective 1**

Objective: Discuss the use literature and film as a teaching pedagogy in a nursing course

Speaker

Teaching/learning method

Evaluation/feedback: Describe a reason to incorporate literature and film into a nursing course

Time allotted: 5 minutes

**Content outline (2-5 bullets)**

- An essential element of using film and literature is that it enables others to view and apprise the situation from the patient perspective. It helps to answer the basic question - what is it like to be a patient or the family member of a patient in this situation, such as one with a chronic condition or disability?
- Literature and film can be used help students gain a better understanding of concepts and theoretical perspectives, like stigma and suffering, that can be challenging to teach.
- The use of literature and film can foster critical thinking. Everyone sees or reads the same thing, but each student’s impressions and experiences stimulate discussion on how the same content is interpreted differently.

**Learning Objective 2**

Objective: Appraise works of literature and film for applicability as a learning tool

Speaker

Teaching/learning method

Evaluation/feedback: Select one film or work of literature that can be incorporated into a nursing course

Time allotted: 20 minutes
Content outline (2-5 bullets)

- Literature and films selected by the faculty are based on the conditions and types of issues described and their perceived worth in illustrating key concepts that would promote technical and ontological knowing. The film shown was related to at least one major concept or theory from the reading assignment. Reading assignments and the film watched each week purposefully represented similar concepts or conditions, such as the experiences of person with quadriplegia, allowing for comparison of theoretical application.

- Many discussions revolve around specific film scenes or book passages that the students are able to compare to their experience with similar patients they encounter in their practice. For example, in practice, students identify how they typically manage the care of those experiencing chronic pain. They were able to compare this to the needs of the person in the film or book, thus developing a better understanding of the influence of pain management on the experience of having chronic pain.

- Several of the books and films involve persons at end-of-life. Their use allows students to discuss facilitating a “good death” and how to address ethical dilemmas that arise in providing end-of-life care.

- The age of a few readily available materials enables students to look at various historical perspectives. One autobiography depicts how youth treated a young female cancer patient, allowing students to compare her experience to what students felt her experience might be today. The author also describes her family as being uninvolved in her care, with her mother reprimanding her when she cried. These depictions led to discussions of how nurses now encourage family to be more involved in patient care.

- It may require time and effort to find the most appropriate materials that are congruent with course objectives. You need to consider the accessibility of the materials, cost, copyright, and time requirements.

Learning Objective 3

Objective: Evaluate the use of literature and film as a means to enhance nursing students’ ability to understand a patient’s lived experience

Speaker

Teaching/learning method

Evaluation/feedback: Outline a strategy to evaluate student learning associated with the use of literature and film.

Time allotted: 15 minutes

Content outline (2-5 bullets)

- Using the Socratic Seminar, students prepare open-ended questions based on weekly reading assignments while the faculty prepare handouts with discussion questions for each film. Having students develop questions allowed them to select those themes that most resonated with them. In several instances, passages and scenes that emotionally
spoke to students were not ones that were selected by faculty. If students had not had a role in framing the class discussion, then those discussions may not have resonated with them thus diminishing the intent of using the pedagogy.

- Other assignments include written reflections discussing their perspectives on the readings and class discussions and how they influence their clinical practice and a paper detailing an interview of the lived experience of a person with a chronic condition.

- A 12-item evaluation tool is used that was developed based on two key themes: (a) Did the students believe they learned about caring for people with chronic conditions from the books and films? (b) Did they come away with a new appreciation for the person’s lived experience of having a chronic condition?

- Analysis of the students’ written comments demonstrates that the materials affect them in a powerful way. Students’ sentiments universally describe their having developed a better understanding of how a chronic condition truly affects the person and family and how they have subsequently changed some routine practice behaviors.
Registration Confirmed - NLN 2019 Education Summit

NLN Summit Registration Office <christine@meetingplanners.com>
Mon 4/8/2019 4:04 PM
To: HARDING, MARIANN <mhardi10@kent.edu>

Dear Mariann:

We're pleased that you are joining us for the National League for Nursing's 2019 Education Summit in National Harbor, MD. This e-mail serves as confirmation of your registration, receipt of payment, or invoice for your balance due.

Registran Name: Mariann Harding
Badge FIRST Name: MARIANN
School/Agency: Kent State University Tuscarawas
E-mail: Mhardi10@kent.edu
Registration Date: Monday, April 8, 2019
Date: September 26-28, 2019
Location: Gaylord National Resort & Conference Center
Confirmation No.: VTNCFDWTY9DE

Registration Details:

Registration Information:

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<thead>
<tr>
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<th>Title</th>
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<tr>
<td>Mariann Harding</td>
<td>1F: Case Studies &amp; Simulation During Lecture to Enhance Critical Thinking</td>
<td>26-Sep-2019 2:00 PM</td>
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<tr>
<td>Mariann Harding</td>
<td>2F: The Synthesized Classroom - A Merging of Simulation &amp; Didactic Teaching Strategies...</td>
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<td>Mariann Harding</td>
<td>3H: The Next Gen Pharmacology Classroom - An Excellent, Evidence-Based Approach</td>
<td>27-Sep-2019 8:15 AM</td>
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<td>Mariann Harding</td>
<td>4H: Mixing Up the Media - Exceeding Students' Expectations in a Media-Rich Society</td>
<td>27-Sep-2019 9:15 AM</td>
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<tr>
<td>Mariann Harding</td>
<td>5E: Financial Management of Departments &amp; Colleges of Nursing - Beyond Excel</td>
<td>27-Sep-2019 2:00 PM</td>
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<tr>
<td>Mariann Harding</td>
<td>6C: Using Technology to Create a Community in Online Education</td>
<td>27-Sep-2019 3:00 PM</td>
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<tr>
<td>Mariann Harding</td>
<td>7H: Zooming Out Thinking about a Fulbright Scholar Award?</td>
<td>27-Sep-2019 4:00 PM</td>
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<tr>
<td>Mariann Harding</td>
<td>8H: Pursuing Improvement in Teaching Clinical Reasoning - Design &amp; Implementation of a Clinical...</td>
<td>28-Sep-2019 2:00 PM</td>
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<tr>
<td>Mariann Harding</td>
<td>9F: Teaching the Lived Experience of Chronic Illness Through Literature &amp; Film</td>
<td>28-Sep-2019 3:00 PM</td>
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<tr>
<td>Mariann Harding</td>
<td>10B: &quot;Yes Professor, I am totally ready for class today!&quot;</td>
<td>28-Sep-2019 4:00 PM</td>
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Additional Information

Mariann Harding 442259
Gender: Female
Age: 46-55

https://outlook.office.com/mail/AAMkA2kXmY2ZmEjLWYz2M2UNDA0NC1hOGYxLWEzZWZmNzhkZGUzYQAcAAAAACPGgRfDTeIDwPhwM45
Payment Information:

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<th>Amount Ordered</th>
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<th>Amount Due</th>
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<td>online order</td>
<td>$735.00</td>
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</tbody>
</table>

**Balance Due:** $0.00

If you have a balance due, and have elected to pay by check, your payment, along with a copy of this e-mail, should be sent within 10 business days to the NLN Summit Registration Office.

Please make check payable to: National League for Nursing

Remit to: 18022 Cowan, Suite 235, Irvine, CA 92614

*(PLEASE NOTE THAT THIS IS A NEW ADDRESS, EFFECTIVE MARCH 1, 2018)*

**Modifying Your Registration:** To view or modify your online registration, Click here. You will be asked to enter your confirmation number, shown above.
PLEASE NOTE THAT THE ABILITY TO MODIFY YOUR REGISTRATION IS NOT AVAILABLE AFTER AUGUST 31ST.

Hotel: The NLN has secured a discounted room rate of $239 per night (plus tax and a daily resort fee of $18) at the Gaylord National Resort & Conference Center. To make your reservations, go online to [http://bit.ly/2019NLNSummit] or call 877-491-0468 and identify yourself as being with the NLN or the National League for Nursing. The deadline to make your reservations and receive the NLN group rate is September 3, 2019 or when the NLN room block has been sold out.


Obtaining Your CEUs/Contact Hours/Certificate: The procedure for obtaining your CEUs/Contact Hours and Certificate is changing; a brief explanation of the process will be available at the Summit and included in your registration packet onsite.

If you have any questions or concerns regarding your registration, please contact the NLN Summit Registration Office (Prestige Accommodations) by e-mail to Registration@meetingplanners.com, by fax 714/957-9112, or by phoning 800/321-6338 or 714/957-9100.

We look forward to seeing you there!

Sincerely,
Christine Reinhard
NLN Summit Registration & Exhibit Services Office

Be sure to mark your calendar for the National League for Nursing’s 2020 Education Summit, September 23-25, 2020 in Orlando, Florida!

Your payment for the NLN 2019 Education Summit event has been successfully processed. Please save this email for your records.

Transaction Information:

<table>
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<tr>
<th>Item</th>
<th>Transaction Information</th>
<th>Quantity</th>
<th>Amount</th>
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Registration Confirmation Number: VTNCFDWY9DM

View your registration

If you have any questions about this transaction or email, please contact Christine Reinhard directly at christine@meetingplanners.com.
Dear Mariann,

We are pleased to confirm your reservations for the National League for Nursing Education Summit 2019 at Gaylord National Resort & Convention Center. Our entire staff is looking forward to your arrival.

Below is a summary of your booking and room information. Should your travel plans change and you need to make updates to your reservation, please click here or call 877-491-0468.

We look forward to seeing you soon!

- Gaylord National Resort & Convention Center

**Reservation Details**

Online Acknowledgment 32LVB4P6
Number:

Hotel Confirmation 75948491
Number:
Date Booked: Apr 19, 2019
Reservation Name: Mariann
Arrival Date: Sep 26, 2019
Departure Date: Sep 29, 2019
Room Type: Atrium View Room
Special Requests:
Number of Rooms: 1
Number of Guests: 2

<table>
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<tr>
<th>Date</th>
<th>Guest(s)</th>
<th>Status</th>
<th>Rate</th>
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<tbody>
<tr>
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<tr>
<td>Sep 27, 2019</td>
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<tr>
<td>Sep 28, 2019</td>
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Nightly Rate & Status:

<table>
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<th>Rate</th>
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<tbody>
<tr>
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<td>Third Guest</td>
<td>20.00</td>
</tr>
<tr>
<td>Fourth Guest</td>
<td>20.00</td>
</tr>
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</table>

Total Charges: $37.00

Room rates shown do not include 18.00% Sales Tax Per Night (subject to change) and a $22 daily resort fee. Total charges presented on the website will include all room taxes but not any applicable resort fees.

Tax Disclosure: $37 (Fee) $150.64 (1x) $1037.44

Cancellation Policy: One night's room and tax advance deposit due at the time of booking. Cancellations made within 72 hours of arrival will forfeit one night's room and tax.