

TLC – CTTE Inactivation of major codes in the following areas:
Business Training Development (BTDV); Post-secondary Education (PSND); and Teaching, Secretarial –
Office Administration (TSOA) Effective Fall 2010.

TRANSMITTAL MEMO

TO: Dr. Joanne A. Arhar
Associate Dean for Student Services and Undergraduate Education

FROM: Dr. Patrick O'Connor

DATE: 11/03/08

RE: Inactivation of Major Codes in CTTE

Proposal is to inactivate major codes:

BTDV – Business Training-Development

PSND – Postsecondary

TSOA – Teaching, Secretarial-Office Administration

in the Integrated Business Education Program.

PROPOSAL SUMMARY

TITLE: Program Inactivation

SUBJECT SPECIFICATION: Proposal is to inactivate major codes: BTDV – Business Training-Development, PSND – Postsecondary, TSOA – Teaching, Secretarial-Office Administration in the Integrated Business Education Program.

BACKGROUND INFORMATION: These specific majors within this degree were eliminated due to lack of student interest. We thought they had been eliminated previously.

ALTERNATIVES AND CONSEQUENCES: None

TLC Approved 11/10/09

KENT STATE UNIVERSITY

CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date 2-Nov-09 Curriculum Bulletin _____
 Effective Date Fall 2010 Approved by EPC _____

Department teaching, learning and curriculum
 College EH - Education, Health and Human Services
 Degree BSE - Bachelor of Science in Education
 Program Name **Integrated Business Education** Program Code **IBED**
 Concentration(s) Secretarial Administration Concentration(s) Code(s) TSOP
 Proposal Inactivate Program

Description of proposal:
 inactivate program concentration that is no longer needed

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

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

Units consulted (other departments, programs or campuses affected by this proposal):
 none

REQUIRED ENDORSEMENTS

Department Chair / School Director / Campus Dean	11/23/09
College Dean	/ /
Executive Dean of Regional Campuses / Dean of Graduate Studies	/ /
Senior Vice President for Academic Affairs and Provost	/ /

KENT STATE UNIVERSITY CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date 2-Nov-09 Curriculum Bulletin _____
Effective Date Fall 2010 Approved by EPC _____

Department teaching, learning and curriculum
College EH - Education, Health and Human Services
Degree BSE - Bachelor of Science in Education
Program Name **Integrated Business Education** Program Code **IBED**
Concentration(s) Postsecondary Ed Concentration(s) Code(s) PSND
Proposal Inactivate Program

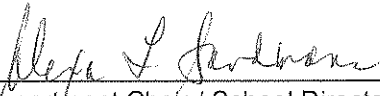
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inactivate program concentration that is no longer needed

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

Units consulted (other departments, programs or campuses affected by this proposal):
none

REQUIRED ENDORSEMENTS

 _____ Department Chair / School Director / Campus Dean	<u>11 / 23 / 09</u>
_____ College Dean	<u> / / </u>
_____ Executive Dean of Regional Campuses / Dean of Graduate Studies	<u> / / </u>
_____ Senior Vice President for Academic Affairs and Provost	<u> / / </u>

KENT STATE UNIVERSITY CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date 2-Nov-09 Curriculum Bulletin _____
Effective Date Fall 2010 Approved by EPC _____

Department teaching, learning and curriculum
College EH - Education, Health and Human Services
Degree BSE - Bachelor of Science in Education
Program Name **Integrated Business Education** Program Code **IBED**
Concentration(s) Business Training-Dev Concentration(s) Code(s) BTDV
Proposal Inactivate Program

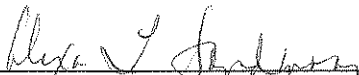
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inactivate program concentration that is no longer needed

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

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

Units consulted (other departments, programs or campuses affected by this proposal):
none

REQUIRED ENDORSEMENTS

 _____ Department Chair / School Director / Campus Dean	<u>11 123 109</u>
_____ College Dean	<u> / / </u>
_____ Executive Dean of Regional Campuses / Dean of Graduate Studies	<u> / / </u>
_____ Senior Vice President for Academic Affairs and Provost	<u> / / </u>

ALPHABETICAL LISTING OF KENT STATE MAJORS AND PROGRAMS BY COLLEGE

Use the following list to complete Section 4 of the application for admission. Insert the name of your intended program of study (major) followed by the letter code.

COLLEGE OF ARCHITECTURE AND ENVIRONMENTAL DESIGN

Architecture (AE-BS-ARCH)
Architectural Studies (AE-BA-ARCH)
Interior Design (AE-BA-ID)

COLLEGE OF THE ARTS

Art Education (CA-BA-ARTE)
Art History (CA-BA-ARTH)
Crafts (Select a Concentration Below)
Ceramics (CA-BFA-CRFT-CERM)
Glass (CA-BFA-CRFT-GLSS)
Jewelry and Metals (CA-BFA-CRFT-JMTL)
Textile Arts (CA-BFA-CRFT-TXTL)
Crafts or Fine Arts (Select a Concentration Below)
Crafts (CA-BA-CFA-CRFT)
Fine Arts (CA-BA-CFA-ARTS)
Dance (Select a Concentration Below)
Dance Education (CA-BFA-DANC-DEDU)
Dance Performance (CA-BFA-DANC-DPER)
Fashion Design (CA-BA-FD)
Fashion Merchandising (CA-BS-FM)
Fine Arts (Select Concentration Below)
Drawing (CA-BFA-ARTS-DRWG)
Painting (CA-BFA-ARTS-PNTG)
Printmaking (CA-BFA-ARTS-PRMK)
Sculpture (CA-BFA-ARTS-SCLP)
Music-Bachelor of Arts (CA-BA-MUS)
Music-Bachelor of Fine Arts (Select a Concentration Below)
Composition (CA-BM-MUS-COMP)
Instrumental (CA-BM-MUS-ISTM)
Piano Performance (CA-BM-MUS-PPER)
Theory (CA-BM-MUS-THRY)
Voice Performance (CA-BM-MUS-VPER)
Music Education (Select a Concentration Below)
Choral-General (CA-BM-MUED-CHG)
Instrumental (CA-BM-MUED-ISTM)
Theatre Studies-Bachelor of Arts (CA-BA-THEA)
Theatre Studies-Bachelor of Fine Arts (Select a Concentration Below)
Design/Technology (CA-BFA-THEA-DT)
Musical Theatre (CA-BFA-THEA-MUT)
Musical Theatre-Dance (CA-BFA-THEA-MUTD)
Musical Theatre-Music (CA-BFA-THEA-MUTM)
Musical Theatre-Theatre (CA-BFA-THEA-MUTT)

COLLEGE OF ARTS AND SCIENCES

American Sign Language (AS-BA-ASL)
American Studies (AS-BA-AMST)
Anthropology - Cultural (AS-BA-ANTH)
Anthropology (Select a Concentration Below)
Archeology (AS-BS-ANTH-ARCL)
Biological Anthropology (AS-BS-ANTH-BIOA)
Applied Conflict Management (AS-BA-ACM)
Applied Mathematics (Select a Concentration Below)
Applied Mathematics (AS-BS-AMTH-AMTH)
Computational Mathematics (AS-BS-AMTH-CMTH)
Financial Mathematics (AS-BS-AMTH-FMTH)
Probability and Statistics (AS-BS-AMTH-PSTT)
Biology (Select Concentration Below)
Molecular/Cellular Biology (AS-BS-BSCI-MCBL)
Organismal Biology (AS-BS-BSCI-ORBI)
Pre-Medicine (AS-BS-BSCI-PMEB)
Biotechnology (AS-BS-BTEC)
Botany (AS-BS-BOT)
Chemistry (Select Concentration Below)
Biological Chemistry (AS-BS-CHEM-BIOC)
Chemistry (AS-BS-CHEM-CHEM)
Materials Chemistry (AS-BS-CHEM-MCHM)
Pre-Medicine (AS-BS-CHEM-PMEC)
Classics (AS-BA-CLSS)
Computer Science (AS-BS-CS)
Conservation (AS-BS-CONS)
Earth Science (AS-BA-ESCI)
Economics (AS-BA-ECON)
English (AS-BA-ENG)
French (AS-BA-FR)
French Translation (AS-BS-FRTR)
Geography (Select a Concentration Below)
Environmental Geography (AS-BA-GEOG-ENVG)
Geographic Information (AS-BA-GEOG-GINF)
Social Geography (AS-BA-GEOG-SGEG)
Geology (AS-BS-GEOL)
German (AS-BA-GER)
German Translation (AS-BS-GRTR)
History (AS-BA-HIST)
International Relations (AS-BA-INTL)

Justice Studies (AS-BA-JUS)
Latin (AS-BA-LAT)
Latin American Studies (AS-BA-LAS)
Mathematics (AS-BS-MATH)
Medical Technology (AS-BS-MEDT)
Pan-African Studies (Select a Concentration Below)
African Diaspora Studies (AS-BA-PAS-AFDS)
Pan-African Literature, Arts and Cultures (AS-BA-PAS-PAFL)
Pan-African Studies (AS-BA-PAS-PAS)
Theoretical and Applied Research in Pan-African Studies (AS-BA-PAS-TARP)
Paralegal Studies (AS-BA-PLST)
Philosophy (AS-BA-PHIL)
Physics (Select a Concentration Below)
Applied Physics (AS-BS-PHY-APHV)
Physics (AS-BS-PHY-PHY)
Physics Interdisciplinary (AS-BS-PHY-PHYI)
Physics Interdisciplinary-Applied Math and Computer Science (AS-BS-PHY-PMCS)
Physics Interdisciplinary-Biological Sciences (AS-BS-PHY-PBSC)
Physics Interdisciplinary-Chemistry (AS-BS-PHY-PCHM)
Physics Interdisciplinary-Mathematics (AS-BS-PHY-PMAT)
Research (AS-BS-PHY-RESE)
Political Science (Select a Concentration Below)
American Politics (AS-BA-POL-APOL)
General (AS-BA-POL-GENL)
International Relations-Comparative Politics (AS-BA-POL-IRCP)
Public Policy (AS-BA-POL-PPOL)
Pre-Engineering (Pre-Major) (AS-XX-PENG)
Pre-Medicine, Pre-Dental, Pre-Osteopathy, Pre-Veterinary (Select a Concentration Below)
Biology/Pre-medicine (AS-BS-BSCI-PMEB)
Chemistry/Pre-medicine (AS-BS-CHEM-PMEC)
Psychology/Pre-medicine (AS-BA-PSYC-PMEP)
Pre-Pharmacy (Pre-Major) (AS-XX-PPHM)
Psychology (AS-BA-PSYC)
Pre-Medicine (AS-BA-PSYC-PMEP)
Russian (AS-BA-RUSS)
Russian Translation (AS-BS-RUTR)
Sociology (AS-BA-SOC)
Soviet and East European Studies (AS-BA-SEES)
Spanish (AS-BA-SPAN)
Spanish Translation (AS-BS-SPTR)
Teaching English as a Second Language (AS-BA-TESL)
Zoology (AS-BS-ZOOL)

COLLEGE OF BUSINESS ADMINISTRATION

Accounting (Pre-Major) (BU-XX-PACT)
Business Management (Pre-Major) (BU-XX-PBMT)
Computer Information Systems (Pre-Major) (BU-XX-PCIS)
Economics (Pre-Major) (BU-XX-PECN)
Finance (Pre-Major) (BU-XX-PPFN)
Marketing (Pre-Major) (BU-XX-PMKT)
Operations Management (Pre-Major) (BU-XX-POMT)

COLLEGE OF COMMUNICATION AND INFORMATION

Advertising (CI-BS-ADV)
Communication Studies (Select a Concentration Below)
Applied Communication (CI-BA-COMM-APCD)
Interpersonal Communication (CI-BA-COMM-IPCM)
Organizational Communication (CI-BA-COMM-ORCM)
Public Communication (CI-BA-COMM-PCMM)
Electronic Media (Select a Concentration Below)
Electronic Media Management (CI-BS-ELMD-ELMM)
Electronic Media Production (CI-BS-ELMD-ELMP)
News (Select a Concentration Below)
Broadcast Journalism (CI-BS-NEWS-BJRN)
Magazine Journalism (CI-BS-NEWS-MJRN)
Newspaper Journalism (CI-BS-NEWS-NJRN)
Photo Illustration (CI-BS-PHOI)
Public Relations (CI-BS-PR)
Visual Communication Design (Graphic Design) (CI-BA-VCD)
Visual Journalism (Select a Concentration Below)
Information Design (CI-BS-VJNL-INDF)
Photojournalism (CI-BS-VJNL-PHOJ)

COLLEGE OF EDUCATION, HEALTH, AND HUMAN SERVICES

Athletic Training (EH-BS-ATTR)
Career-Technical Teacher Education (EH-BSE-CTTE)

Community Health Education (EH-BS-CHED)
Early Childhood Education (Age 3-Grade 3) (EH-BSE-ECDE)
Earth Science (Grades 7-12) (EH-BSE-ESCI)
Family/Consumer Science Education (Select a Concentration Below)
Early Childhood Education and Care (EH-BSE-FCSE-ECCE)
Food Management Production and Services (EH-BSE-FCSE-FMPS)
Work and Family (EH-BSE-FCSE-WFAM)
Human Development/Family Studies (Select a Concentration Below)
Case Management for Individuals and Families (EH-BS-HDFS-CMFI)
Family Life Education (EH-BS-HDFS-FLE)
Gerontology (EH-BS-HDFS-GERO)
Gerontology and Nursing Home Administration (EH-BS-HDFS-GNHA)
Youth Development (EH-BS-HDFS-YDEV)
Integrated Business Education (Select a Concentration Below)
Business Training/Development (EH-BSE-IBED-BTDV)
Postsecondary (EH-BSE-IBED-PSND)
Teaching, Secretarial/Office Administration (EH-BSE-IBED-TSOA)
Integrated Health Studies (Select a Concentration Below)

Health Care Administration and Systems (EH-BS-IHS-HCAS)
Health Sciences (EH-BS-IHS-HLSC)
Health Services (EH-BS-IHS-HLSV)
Integrated Language Arts (Grades 7-12) (EH-BSE-INLA)
Integrated Life Science (Grades 7-12) (EH-BSE-ILFSC)
Integrated Mathematics (Grades 7-12) (EH-BSE-IMTH)
Integrated Science (Grades 7-12) (Select a Concentration Below)
Chemistry (EH-BSE-ISCI-CHEM)
Earth Science (EH-BSE-ISCI-ESCI)
Life Science (EH-BSE-ISCI-LFSC)
Physics (EH-BSE-ISCI-PHY)
Integrated Social Studies (Grades 7-12) (Select a Concentration Below)
Economics (EH-BSE-INSS-ECON)
Geography (EH-BSE-INSS-GEOG)
History (EH-BSE-INSS-HIST)
Political Science (EH-BSE-INSS-POL)
Sociology (EH-BSE-INSS-SOC)
Intervention Specialist (Select a Concentration Below)
Deaf Education (EH-BSE-INSP-DFED)
Educational Interpreter (EH-BSE-INSP-EI)
Gifted, Language Arts/Science (EH-BSE-INSP-GLAS)
Gifted, Mathematics/Language Arts (EH-BSE-INSP-GMLA)
Gifted, Mathematics/Science (EH-BSE-INSP-GMS)
Gifted, Mathematics/Social Studies (EH-BSE-INSP-GMSS)
Gifted, Social Studies/Language Arts (EH-BSE-INSP-GSSL)
Gifted, Social Studies/Science (EH-BSE-INSP-GSSS)
Mild/Moderate Educational Needs (EH-BSE-INSP-MLDM)
Mild/Moderate/Social Studies/Language Arts (EH-BSE-INSP-MMSL)
Moderate Intensive Educational Needs (EH-BSE-INSP-MDIN)
Marketing Education (EH-BSE-MKT)
Middle Childhood Education (Grades 4-8) (Select a Concentration Below)

Language Arts/Mathematics (EH-BSE-MCED-LAMT)
Language Arts/Science (EH-BSE-MCED-LASC)
Mathematics/Science (EH-BSE-MCED-MTSC)
Mathematics/Social Studies (EH-BSE-MCED-MTSS)
Social Studies/Language Arts (EH-BSE-MCED-SSLA)
Social Studies/Science (EH-BSE-MCED-SSSC)
Nutrition and Food (Select a Concentration Below)
Hospitality Management (EH-BSE-NF-HSPM)
Nutrition and Dietetics (EH-BSE-NF-ND9)
Physical Education (Select a Concentration Below)
Exercises Sciences (EH-BS-PEP-EXSC)
Exercise Science/Exercise Physiology (EH-BS-PEP-ESEP)

Exercise Science/Exercise Specialist (EH-BS-PEP-ESES)
Health and Physical Education (EH-BS-PEP-HPE)
Human Movement Studies (EH-BS-PEP-HMS)
Teacher Certification (K-12) (EH-BS-PEP-TCER)
Physical Science (Grades 7-12) (EH-BSE-PSHC)
Recreation, Park/Tourism Management (Select a Concentration Below)
Recreation and Park Management (EH-BS-RPTM-RPM)
Tourism Management (EH-BS-RPTM-TMM)
School Health Education (Health and Physical Education) (EH-BSE-SHED-HEP)
Speech Pathology and Audiology (Pre-Major) (EH-XX-PSPA)
Sports Administration (EH-BS-SPAD)
Trade and Industrial Education (EH-BSE-TIED)

COLLEGE OF NURSING

Nursing (Pre-Major) (NU-XX-PNUR)

COLLEGE OF TECHNOLOGY

Aeronautics (Select a Concentration Below)
Aeronautical Studies (CT-BS-AERN-AEST)
Aeronautical Systems Engineering Technology (CT-BS-AERN-AESE)
Aviation Management (CT-BS-AERN-AVMN)
Flight Technology (CT-BS-AERN-FLGT)
Industrial Technology (Select a Concentration Below)
Electronics (CT-BS-INDT-ELEC)
Industrial Technology 2+2 (CT-BS-INDT-T22)
Management Technology (CT-BS-INDT-MTEC)
Manufacturing Systems (CT-BS-INDT-MSYS)
Technology (Select a Concentration Below)
Computer Technology 2+2 (CT-BS-TECH-22CT)
Computer Design and Animation (CT-BS-TECH-CDAA)
Construction Management (CT-BS-TECH-COMA)
Electrical/Electronics (CT-BS-TECH-ELEL)
Manufacturing/Mechanical/System (CT-BS-TECH-MMSY)
Plastics Manufacturing (CT-BS-TECH-PLCM)
Technology 2+2 (CT-BS-TECH-2P2)
Technology Education Licensure (CT-BS-TECH-TEDL)

REGIONAL CAMPUSES

For a complete listing of certificate and associate degree programs offered only the Regional Campuses, please see Page A8.

UNDERGRADUATE STUDIES

Undecided Major - Exploratory (US-XX-EXPL)

CERTIFICATION PROGRAMS*

Alcohol, Tobacco and Other Drug Prevention (EH-CER1-C133)
Athletic Coaching (EH-CER1-136)
Entertainment Arts/Tech-Automated Lighting (CA-CER1-C129)
Entertainment Arts/Tech-Event Based Video Production (CA-CER1-C131)
Entertainment Arts/Tech-Sound (CA-CER1-C130)
Entertainment Arts/Tech-Stage and Arena Lighting (CA-CER1-C128)
Entertainment Arts/Tech-Stage Lighting (CA-CER1-C127)
Entertainment Arts/Tech-Stage Scenery (CA-CER1-C132)
Leadership (BU-CER1-C109)
Music Technology (CA-CER1-C135)
New Media (CI-CER1-112)
Nonprofit/Human Services Management (EH-CER1-C125)
Pan-African Community Theatre (AS-CER2-C203)
Professional Flight Crew Dev/Air Transport Operations (CT-CER1-C106)
Radiation Polymer Engineering Technology (CT-CER1-C121)
Teaching English as a Foreign Language (AS-CER1-C134)

ASSOCIATE DEGREE PROGRAMS OFFERED AT THE KENT CAMPUS

Business Management Technology (TR-AAB-BMRT)
Computer Design/Animation Engineering Technology (TU-AAS-CDAT)
Computer Technology (GC-AAB-COMT)
Engineering of Information Technology (TU-AAS-EIRT)
Manufacturing Engineering Technology (TR-AAS-MFET)

*Non-degree programs

FW: Inactivations in Business Education

O'CONNOR, PATRICK

Sent: Wednesday, April 01, 2009 12:27 PM

To: TOTH, CANDACE

From: ARHAR, JOANNE

Sent: Tuesday, March 31, 2009 5:46 PM

To: O'CONNOR, PATRICK

Cc: Mahony, Daniel; SNYDER, CHARITY; Pettit, Hilda

Subject: Inactivations in Business Education

Hi Pat,

Curriculum Services Director Therese Tillett brought to Dan Mahoney's attention that the following programs need to be inactivated:

BSE Integrated Business Education [IBED] – Business Training–Development [BTDV]

BSE Integrated Business Education [IBED] – Postsecondary [PSND]

BSE Integrated Business Education [IBED] – Teaching, Secretarial–Office Administration [TSOA]

These programs should have been inactivated when we moved from certification to licensure. The next meeting of Undergraduate Council is Friday April 10th and proposals are due on Friday April 3rd. If you have any questions about what forms to use, please refer to the Curriculum Services web site. Hilda Pettit would also be happy to assist.

Regards,

Joanne Arhar