Tuscarawas Campus Faculty Council Meeting Minutes  
November 10, 2016

Faculty Council Members Present:  Davis Patterson, Gerbig, Graff, Green, Harding, Jones, Keiller, Osikiewicz B., Pech, Willey

Non-Voting Faculty Present:  Bears, Hoffman, VanFossen

Administrator Present:  Bielski

I Call to Order
Gerbig called the meeting to order at 4:02 pm.

II New Business

A. BS in Information Technology (BSIT):  Hoffman stated that the computer technology department has 11 faculty system-wide and that they have been given approval to pursue offering a new standalone degree called the Bachelor of Science in Information Technology. This will better differentiate between the programs and what they are currently offering which is the Bachelor of Technical and Applied Studies which has 5 concentrations (computer technology networking, application development, security and forensics, general, and internet multi-media). VanFossen emphasized that this degree is a rebranding of what is currently being offered and that the program will be externally reviewed in January. The program will be housed in the Regional College. The classes will be offered online but some of the courses will be offered on ground as well. Hoffman stated that the goal is to start offering this degree beginning Fall 2018.

B. AAS degree in Criminal and Justice Studies:  Jones stated that he would like to see a list of courses offered in this degree and that the Chair of Sociology supports this degree. It was assumed that the degree would be housed at the Regional College. Harding stated that there is a faculty member for every degree offered in the Regional College who speaks for that degree. Harding asked who would be the Regional College faculty member that would speak for this degree since faculty members in Sociology and Criminology are members of the College of Arts and Sciences and not the Regional College. After much discussion it was recommended that we send our questions to RCFAC and seek further information about this degree. Gerbig stated that he would take our concerns to RCFAC.

C. CDAC Curricular Changes:  Bears stated that the goal of the proposed curricular changes was to update the courses within the degree. The reason to inactivate some courses is because the content has been absorbed into other courses that are offered in the program. Since there are now upper division animation courses, there is no need for the students to take similar courses in other disciplines. These changes are the result of consulting the advisory board which included recent graduates to determine exactly what the students need after graduation to find a job. Animation faculty and
Engineering faculty have already met to discuss the changes. Bears stated that the changes are proposed for beginning Fall 2017. After some discussion, a motion was made and seconded (Pech/Willey) to support and approve the proposals. The motion passed unanimously.

III Chairperson’s Report: Report is attached.

A. House Bill 48: After some discussion, a motion was made and seconded (Willey/Pech). The motion stated: “The Tuscarawas Faculty Council strongly opposes opting in to HB48. We oppose conceal carry on our campus.” The motion passed with 9 Yes and 1 Abstention.

IV Standing Committee Reports

A. Academic Affairs: Report is attached.

B. Community Engagement: Gerbig reported that the Community Engagement Committee is working on a fall newsletter.

C. Electronic Communications: Report is attached.

D. Faculty Affairs: Report is attached. Osikiewicz stated that the vote on the Handbook will begin on Monday, November 14. The ballots will be due on Tuesday, November 22 at 5:00 pm.

E. Academic Learning Commons (Library): Report is attached.

F. Student Affairs: Report is attached.

V Dean Bielski Administrative Report

A. Faculty Positions: Bielski stated that he has not heard back about the faculty positions that we approved during the last FC meeting. However, the CDAC director has requested an additional FTNTT CDAC position because there is uncertainty about current faculty in the program. After some discussion, there were no concerns expressed about this additional position. Bielski also stated that Vladimir Gurau has requested a transfer to the Kent Campus. After some discussion, a motion was made and seconded (Pech/Davis Patterson) to approve Vladimir Gurau’s request to transfer tenure from the Regional Campus System to the Kent Campus System. The motion passed unanimously.

B. Strategic Planning Document: Bielski distributed a draft of the strategic roadmap created by the Strategic Planning Committee for initial review. The Tuscarawas County University Branch District has approved the proposal. After some discussion, there were some questions about the groups that were listed as being responsible for some of the initiatives. Bielski stated that we should address those concerns to Steve Minnick.
VI Other New Business

A. JFA Evaluation: There was some discussion about how to improve the JFA meetings. Some suggestions were to have topical meetings, ask for suggestions on what topics to discuss during the JFA, and to change or alternate times to best fit faculty schedules.

VII Announcements

A. Flower and Fellowship Fund: Osikiewicz stated that there were no withdrawals and one deposit of $80 to the fund. As a result, the current balance of the Flower and Fellowship Fund is $917.27. The contribution to the fund will remain $20 for this year and checks can be made out to the Tuscarawas County University Foundation.

VIII Adjournment

The meeting was adjourned at 5:30 pm.

Respectfully submitted,

Beth Osikiewicz, Tuscarawas FC Secretary/Treasurer
RCFAC notes from 11/4/2016 meeting

Campus Reports

Stark report- Enrollment up to 5000 students/500+ CCP students. Lost a tenured faculty member to their department at Kent.

Ashtabula- Lost a tenured Faculty member to their department at Kent. Tenured faculty now down from 15 to 14. Working on Regional Campus Handbook.

Tuscarawas- Working on RC campus handbook. Lost a TT position last year, possibly another this year to their academic unit at Kent as well.

Trumbull- Concerned about shrinking TT faculty as well being replaced by NTT. Quick mention of summer breakeven formula. Email shared that RCFAC recommended/voted to approve the following resolution “RCFAC recommends that RC Deans should include state subsidies in the revenue when they determine the breakeven number for summer classes as other units do”


Salem- Working on the RC handbook as well. Campus is pleased with new Dean. Enrollment management task force for the campus being looked at.

East Liverpool- Not present.

After/During reports, discussions ensued over loss of TT faculty to Kent State Departments from Regional Campuses without the ability to replace the TT positions.

New Business-
RCFAC handbook signed.

Tenure/Promotion Advisory boards for Provost mentioned. Still would like to have three names for each Campus Sarah Smiley will send out another email for more volunteers.

D. Warren at Stark, expressed concern over House Bill 48. Campus security and their ability to carry weapons mentioned. Apparently, Stark State has an armed security force, Kent State Stark does not.

Math course proposal mentioned- be aware that all regional campuses will be affected by it. RCFAC members will check with their math departments.
Dr. Larry Froehlich addressed RCFAC with Regional College Curriculum Committee addendum to the Regional college curriculum proposals guidelines. After a presentation, questions were raised about FC consultation. Dr. Froehlich indicated that the information presented is a guideline and is not intended to circumvent Regional Campuses FC consultation. Debate ensued over language in the curricular approvals process addendum to the Regional College Handbook.

In addition, two new programs were presented- with a directive to go back to our FC’s for discussions.

**BS in Information technology (BSIT)**

**AAS degree in Criminal and Justice Studies**

Briefly,
Both programs will be are offered at all 7 regional campuses-
AAS- On ground at all seven campuses plus, Twinsburg,- and fully offered online at Trumbull

BSIT- fully offered online and on ground at 7 regional campuses- On ground in Twinsburg. Program will be a stand alone degree.
Academic Affairs Committee Meeting
10/11/16
Room A114 11am

Attendance: Jason Ruegsegger, Laurie Donley, Sue Hoffman, Jie Chen, and Kingsly Berlin

Agenda

1. Review the 2016-2017 charges

Charges:

1. Work with the Kent State Tuscarawas Educational technology Designer to continue to institute workshops and seminars on using technology in the classroom, as well as on the design of online courses.
2. Review the campus AQIP (Academic Quality Improvement Project)/Accreditation Reports, identifying those that have completed and suggesting new ones as old ones are retired.
3. Review curricular proposals as necessary.

2. Laurie Donley- AQIP update
   a. Laurie gave an update on AQIP and its purpose.
   b. For the past 2 years that has not been any active projects for the campus
   c. We may have projects but they are not getting reported
   d. Suggested that we wait for the Strategic Planning
      i. See if we can add any projects to AQIP

3. Jason Ruegesgger- Technology in classroom/online update
   a. PDF Guides from Kent are available
      i. Workshops are going to be made available based on the PDF’s
      ii. Workshop for testing in blackboard is planned for some time in October
      iii. Workshop for using Kaltura (replaces KSUtube) on November 17th.
         1. To access Kaltura video.kent.edu
   b. Local support page is now up and running
      i. support.tusc.kent.edu
      ii. Many features:
         1. create ticket for helpdesk (preferred route)
         2. blog page with updates
         3. status tab
         4. calendar with events
         5. education technology
      iii. Education technology tab
1. Links to Tutorials and Training Workshops at Kent
2. Getting started Guide to blackboard
3. Link to online teaching resources at Kent
4. Link to Blackboard Innovative Teaching Series
5. Link to Audiovisual Equipment Request Form
6. Student Resources links
7. Link to classroom technology
   a. Tutorials for the Epson Brightlink Projector
   b. Tutorials for Hovercam Solo 8
   c. Crestron Button Panels
   d. Videos for instructor stations will be made available
The Electronic Communications Committee is finalizing a survey for assessing training needs and requests from faculty. The results will provide direction for presentations and tutorials by Network Services. Possible topics include Blackboard Learn, RefWorks, Photoshop, Microsoft Office (Word, Excel, PowerPoint), classroom instructor stations, Smart Boards, flipped classroom, and online instruction. The survey will be deployed in the next few weeks.
FACULTY AFFAIRS COMMITTEE MINUTES

Committee members: Bears, Gerbig (ex-officio), Graff, Green, Minnick, Osikiewicz B. (chair), Roman, Willey

The Faculty Affairs Committee continues to revise the Campus Handbook. Because meeting times were difficult to arrange, the committee is conducting its discussion of changes to the handbook via email. The committee reviewed every section of the handbook before it was distributed to the entire faculty for review. In addition, open forums were held on all sections of the handbook in order to receive feedback from faculty before they vote on the handbook.

On Wednesday, October 12, an open forum to discuss Section IV (merit) of the handbook was held. Based on the recommendations on the faculty, a revised Section IV of the handbook was distributed to all faculty via email on October 13 and all faculty were notified of the following changes to Section IV.

- Change all references of Faculty Excellence Awards and Faculty Excellence Award Committee to Merit Awards and Merit Committee since the 2015 CBA officially changed faculty excellence awards to merit awards.
- Explicitly state that a Faculty member can apply for merit in all three categories, in only two of the categories, or in only one of the categories.
- Explicitly state that if a Faculty member does not apply for merit in a particular category, then that Faculty member will not rank the candidates for merit in that category.
- Remove the subsection labeled "Items NOT to be Included in an FEA Application". The overall consensus was that we shouldn't micromanage a faculty member's dossier for merit. And since there is no penalty for including something that is not supposed to be included why have the list.
- Remove any mention of a procedure for assigning merit when only a certain percentage of faculty can receive it. We certainly don't want the Provost to read this and believe that the Tuscarawas Campus views that not allowing all faculty to receive merit is an acceptable procedure.

On Wednesday, October 19, an open forum was held to discuss Section II (workload) and Section V (other guidelines). Based on the recommendations of the faculty, revised Sections II and V were distributed to all faculty via email on Monday, October 31 and all faculty were notified of the following changes to Sections II and V.

- The previous handbook stated that all curricular changes must go through Academic Affairs and then be presented and voted on at Faculty Council. However, it was questioned whether this is still appropriate. It was agreed that it is still good for the Tusc Campus faculty to be notified of all curricular changes under review even if we don’t have to vote on them. As a result, the Faculty Affairs Committee proposed a change in the handbook language. However, after receiving feedback from several regional college faculty, the proposed language still needs to be updated in order to ensure that it is providing the correct level of notification and approval.
This issue is still under consideration and more information will be provided when it becomes available.

- Under Student Advising on page 9 bachelor’s degrees was added as suggested.
- The Student Surveys of Instruction (SSI) subsection on page 10 was updated with the most recent changes. The title SSIs will most likely change so we decided to go with something more generic. Please note that if Faculty Senate decides to conduct these surveys online, then we will update this subsection at that time.
- Under subsection Grades on page 10, it was suggested to remove the grade of NF. However, a grade of NF is still a valid grade although it gets assigned as a result of the Academic Presence Verification form. Therefore, the NF grade was not removed as suggested.
- Finally, also under subsection Grades, the statement “Faculty members must enter grades twice each semester or term.” was removed from the handbook since this is no longer true.
- The “Suggested RTP File Contents” that originally were listed in Section V have been moved to Section III.

On Wednesday, November 2, the final open forum was held to discuss Section I (governance) and Section III (RTP and Full Performance Reviews). Although there were several questions asking to clarify certain items listed in these sections, no corrections or changes were suggested for either Section I or Section III.
Library committee- November meeting (Thursday, Nov. 3, 3:30 p.m.)

In attendance: John Baker, Ginger Bihn-Coss, Cherie Bronkar, Amanda Hayes, Turan Koptur, Sandra Pech, Karen Powers

1. congrats library and JFA meeting
   - Tuscaloosa Academic Learning Commons was mentioned by Nate Ritchie at last JFA as a model/example of what other regional colleges can do....
   - Cherie mentioned that some regional colleges do not have libraries at all

2. findings of last year's survey:
   - Workshops faculty would consider for extra credit:
     - MLA/ APA
     - Avoiding plagiarism
     - E-portfolio
     - Resume Writing
     - Intro to Blackboard
     - Makerspace Mondays
     - Author visits
     - Discover@Kent
     - Evaluating websites
   - Other ideas:
     - Using tables on word and basic word functions
     - Emphasize RESEARCH databases

   - Ginger: not sure of status Asst. Dean series/ need to offer some of these “graduation series” type workshops?

3. Spring semester workshops/ faculty involvement
   - Paul Dykshoorn volunteered for:
     - How to find a job and keep it
     - How to write a winning resume
     - How to ace an interview
     - How to handle a paycheck (Budgeting)
     - What do you want out of life (Goal setting)
     - What an employer wants
     - Networking to get a job

   - Last meeting - John and Amy – google docs workshop

   - We Decided that for the spring, the library will try running 6 workshops, including:
     - APA workshops (library staff) offered on Tues., Wed.
     - MLA workshops (library staff) offered on Tues., Wed.
     - plagiarism workshop (library staff) offered on Tues., Wed.
- google apps workshop (John Baker- and Amy Main??) offer on 2 days?
- how to write a winning resume (Paul Dykshoorn) offer on Tuesday?
- how to ace an interview (Paul Dykshoorn and Turan Koptur) offer on Thursday?

4. discussion of community involvement in workshops
- there was a discussion about whether or not to publicize workshops to community
  - committee decided it might be best (since we are starting new workshops) to see how
    it goes with campus community first
  - discussion of e-mails/ list serve to recent graduates of KSU Tusc. for resume and
    interviewing
  - also promote on KSU Tusc. facebook, etc. (Pam Patecca)

5. discussion about workshop advertising/ awareness
   - try to finalize workshops for next meeting (December)
   - get advertisements/ e-mails up at beginning of semester of entire workshop series so
     students. Faculty, staff know...

6. updates on library staffing
   - moving forward on new position- more technology focused
   - due to health of cat and also awareness of KSU rules; Mortimer will be leaving to live with
     Tammie... he will be visiting on exam week, etc.

7. Other news:
   A. Diversity committee:
      - showing “Summer of Freedom” on Feb. 1 (Wednesday)
        - discussion of possible book club/ discussion (after movie- compare movie and book?)
          - hold in library?
        - Sandra also discussed an option to hold discussion(s) on-line?
   B. Discussion of used books
      - paperbacks available in library; people can donate
      - discussion of Book Drive (books for local prison) in Feb- holding campus-wide? Incentives?
      - perhaps get out news before semester ends.... Be ready when semester starts to start
        “campaign”
Meeting Minutes: Student Affairs Committee
October 12, 2016

Members in attendance: Ashley Galati, Tony Dallacheisa, Chris Fenk, Vlad Gurau

During this meeting, we discussed the following:
1. The Student Colloquium application
   a. Clarifying the purposes and goals of this funding source
   b. Wording which is more inclusive of all research and creative activities
   c. Timeline
   d. Requirements: clarifying expectations and number of total products

**Discussions/electronic communication with faculty not in attendance occurred prior to the meeting or have been scheduled with the chair.

A final document will be compiled by the chair for distribution to the committee; pending approval, this document will be distributed to the campus community by 10.17.16.

*Follow-up electronic communication ensued to finalize the application. Changes were incorporated to make an inclusive application. Further discussion will continue for changes to subsequent years’ application procedures.*

**Deadlines for the Student Travel, Conference, and Colloquium applications are as follows:**

*Students to submit proposals by noon:*

*Student Travel.* Requests for Fall 2016 due Friday, October 28, 2016; requests for Spring 2017 travel due Friday, February 17, 2017.

*Student Conference.* Requests for conferences held in the Spring/Summer of 2017 due Friday, November 11, 2016; requests for conferences held in the Fall of 2017 due Friday, April 14, 2017.

*Student Colloquium.* Proposals due Friday, November 18, 2016. Colloquium held Monday, April 17, 2017 at 7:00 pm.
INITIAL INQUIRY
REQUEST TO OFFER A NEW PROGRAM

Date of submission:  Date to come

Name of institution:  Kent State University

Primary institutional contact for this request:
Name:  Therese E. Tillett
Title:  Executive Director of Curriculum Services
        Office of the Provost
Phone:  330-672-8558
E-mail:  ttilletl@kent.edu

Name of new program:  Bachelor of Science in Information Technology (BSIT) degree

☐ New degree designation
☐ New program within an existing degree (e.g., major, minor, concentration)
☐ New technical certificate program
☐ New licensure/endorsement area (educator preparation)

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

Provide a brief description of the request.

Kent State University proposes establishing a Bachelor of Science in Information Technology (BSIT) degree, to be offered fully online and on-ground at all seven regional campuses—Ashtabula, East Liverpool, Geauga, Salem, Stark, Trumbull and Tuscarawas—and on-ground at the Kent State’s Regional Academic Center in Twinsburg.

Presently, Kent State offers the computer technology program as concentrations within the Technical and Applied Studies major. This proposal elevates the program to a stand-alone degree program.
Explain the academic unit's rationale for making the request.

The existing Computer Technology concentrations within the Bachelor of Technical and Applied Studies (BTAS) degree have seen strong enrollment growth since their inception in fall 2011:

<table>
<thead>
<tr>
<th>Enrollment in the BTAS Degree, Computer Technology Concentrations¹</th>
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<tbody>
<tr>
<td>2011 Fall</td>
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<td>55</td>
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Enrollment numbers demonstrate its feasibility. However, marketing efforts for the program prove challenging as computer technology is “hidden” as concentrations within the Technical and Applied Studies major; prospective students cannot find the program easily on the university’s website or on the admission application. These students are seeking an information technology program, not a technical and applied studies one.

As concentrations, the computer technology program is also limited in curriculum advancement as it must share a full major core with other concentrations within the Technical and Applied Studies major. Per the Ohio Department of Higher Education, concentrations must include a minimum of 50 percent of the curriculum within the major.

The focus of the Computer Technology programs is applied in nature. What differentiates our programs from others such as Computer Science or Computer Engineering is the applied approach specific to information technology which has its focus on supporting end users in a variety of workplace settings utilizing a range of computing technologies. The existing programs provide graduates with the background to support end users with both hardware and software needs and write any programs necessary to help them render their tasks more efficiently on their desktop or mobile devices; utilize databases and write the web-based interfaces to pull the data; and code and deploy applications across the cloud. Graduates are qualified to work primarily in small to mid-size installations with local area networks. Many of the program graduates are interested in entry-level helpdesk and hardware support positions. In summary, the Computer Technology programs focus on using and troubleshooting technology in a variety of organizations and supporting others who use it.

The proposed Bachelor of Science in Information Technology (BSIT) degree will allow students to complete the entire degree at Kent State University or transfer in technical hours from accredited institutions and will comprise the following optional concentrations or students could select the major without choosing a concentration:

- No Concentration (existing previously General)
- Application Development (existing)
- Applied Computer Security and Forensics (existing)
- Health IT Support (new)
- Internet/Multimedia (existing)
- Networking (existing)

The existing concentrations listed above have been streamlined to effectively complement a new major core list of courses that all Bachelor of Science in Information Technology (BSIT) students will take. There are also new courses proposed to support the new and revised concentrations.

¹ Enrollment as of the 15th day census (Source: Kent State University Office of Institutional Research).
In addition to the option of completing the entire BSIT program at Kent State University, the program is as a completer degree option for students who hold an associate degree or have completed some college-level coursework in information technology or related technical fields. The existing Associate of Applied Business degree in Computer Technology at Kent State fully articulates into the proposed BSIT degree. The courses offered in the proposed degree at the baccalaureate level offer advanced, in-depth topics and integrate the technical and/or applied skills developed within applied associate degree programs with the professional skills in a bachelor’s degree program.

The proposed Bachelor of Science in Information Technology (BSIT) degree will resolve the lack of visibility for prospective students, provide more clarity to graduates and employers on the program’s objectives and outcomes in terms of marketing and “product differentiation,” and be in compliance with the Ohio Department of Higher Education mandate. The change also will provide an environment to allow the program area to continue to grow with applied technical options targeting contemporary information technology needs in a variety of organizations.

Kent State University proposes restructuring the five existing, fully online Computer Technology concentrations within the Bachelor of Technical and Applied Studies degree to a Bachelor of Science in Information Technology (BSIT) degree with five concentrations. These concentrations will be streamlined with a greater focus that includes a solid, common core curriculum. In addition, it proposes a new Health Information Technology (IT) Support concentration.

**Indicate whether additional faculty and staff will be needed to support the proposed request.**

No additional faculty will be required. Current Computer Technology faculty will continue to teach the courses for the concentrations within the new Bachelor of Science in Information Technology (BSIT) degree. Kent State also offers the Associate of Applied Business degree in Computer Technology (fully online and at six regional campuses), which will be renamed to Information Technology for consistency and will articulate fully into the proposed BSIT degree.
INITIAL INQUIRY
REQUEST TO OFFER A NEW PROGRAM

Date of submission: Date to come (sent after EPC)

Name of institution: Kent State University

Primary institutional contact for this request:
Name: Therese E. Tillett
Title: Executive Director of Curriculum Services
       Office of the Provost
Phone: 330-672-8558
E-mail: ttillet1@kent.edu

Name of new program: Criminology and Justice Studies major within the
Associate of Applied Science degree

For institutions that are already approved/authorized by the chancellor
☐ New degree designation
☒ New program within an existing degree (e.g., major, minor, concentration)
☐ New technical certificate program
☐ New licensure/endorsement area (educator preparation)

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 proposes the establishment of an Associate of Applied Science (AAS) degree in Criminology and Justice Studies. The program will be administered by the university’s Regional College and offered on-ground at all seven regional campuses (Ashtabula, East Liverpool, Geauga, Salem, Stark Trumbull, Tuscarawas), as well as at Kent State’s Regional Academic Center in Twinsburg. It will also be offered fully online through the Trumbull Campus.
Explain the academic unit’s rationale for making the request.

The proposed degree program is a formalization of a Justice Studies track in the university’s Associate of Arts degree that has been offered since 1985 on the regional campuses. The program is popular with students: 606 students have graduated with the AA degree in Justice Studies since 2000, and over the past 10 years, enrollment has averaged 118 students each semester. This degree will also complement the technical training offered at the Trumbull Campus Police Academy and respond to the state's goal to strengthen the training of public safety officers in Ohio.

Establishing an AAS degree major for the discipline will allow Kent State to better market and promote the program, especially to students who desire an online option. Typically, institutions that offer an associate degree in this field offer it under the Associate of Applied Science degree, which allows for a technical curriculum tailored to the program’s desired outcomes. That degree is a much better fit for this field than the Associate of Arts, which has a more generalized liberal arts curriculum.

The name Criminology and Justice Studies (rather than the current “Justice Studies”) is more reflective of the field of study that students are interested in and the typical career goals that they pursue after graduation. Further, the name will make the link much clearer to students between the associate degree and the bachelor’s degree in Criminology and Justice Studies that the university also offers. As the proposed AAS degree program will be one that will articulate into the bachelor’s degree, it will provide students with a fully transparent and integrated pathway from associate to bachelor’s degree in the field of criminology.

Indicate whether additional faculty and staff will be needed to support the proposed request.

There is no anticipated need for additional faculty or staff to support this degree program. All of Kent State’s regional campuses, as well as the Twinsburg Center, offer fully the Associate of Arts degree with the criminology and justice studies coursework. All but the Geauga Campus presently offers the BA degree in Criminology and Justice Studies that articulates with the associate degree.
KENT STATE UNIVERSITY
CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date 27-Oct-16  Curriculum Bulletin
Effective Date   Fall 2017    Approved by EPC

Department  Engineering Technology
College    RE - Regional College
Degree    AAS - Associate of Applied Science
Program Name Computer Design Animation & Game Design
Concentration(s)  

Proposal Revise program

Description of proposal:
New course added to program requirement, course inactivation, change to course name, course major requirement and major electives.

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., duplication issues; enrollment and staffing considerations; need; audience; prerequisites; teacher education licensure):

Units consulted (other departments, programs or campuses affected by this proposal):
CDAT, CDAG, MERT, EERT, Engineering Technology faculty, ART and COMT

______________________________________________________________
REQUIRED ENDORSEMENTS

_________________________  _________________________
Department Chair / School Director

_________________________  _________________________
Campus Dean (for Regional Campuses proposals)

_________________________  _________________________
College Dean (or designee)

_________________________  _________________________
Dean of Graduate Studies (for graduate proposals)

_________________________  _________________________
Senior Vice President for Academic Affairs or Provost (or designee)

Curriculum Services | Form last updated June 2015
KENT STATE UNIVERSITY
CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date 10/27/16    Curriculum Bulletin _________
Effective Date    Fall 2017    Approved by EPC _________

Department    Engineering Technology
College    RE - Regional College
Degree    BS - Bachelor of Science
Program Name    Engineering Technology    Program Banner Code
Concentration(s)    Computer Design Animation & Game Design
Concentration(s) Banner Code(s)
Proposal    Revise program

Description of proposal:
Additions, inactivation and removals of courses in the CDAG concentration of BS Engineering Technology

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., duplication issues; enrollment and staffing considerations; need; audience; prerequisites; teacher education licensure):
Minimal impact on courses outside of the BS Engineering Technology courses. There may be a rise in enrollment for CCI 46001 Responsive Web Design and TECH 33010 Computer Hardware with those courses being added as a choice in the program requirement

Units consulted (other departments, programs or campuses affected by this proposal):
CDAT, CDAG, MERT, EERT, Engineering Technology faculty, CCI and TECH

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REQUIRED ENDORSEMENTS

Department Chair / School Director

__________________________________________________________

Campus Dean (for Regional Campuses proposals)

__________________________________________________________

College Dean (or designee)

__________________________________________________________

Dean of Graduate Studies (for graduate proposals)

__________________________________________________________

Senior Vice President for Academic Affairs or Provost (or designee)

__________________________________________________________
KENT STATE UNIVERSITY
CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date 27-Oct-16  Curriculum Bulletin ________
Effective Date  Fall 2017  Approved by EPC ________

Department  Engineering Technology
College  RE - Regional College
Degree  Minor (non degree)
Program Name  Computer Design Animation and Game Design  Program Banner Code
Concentration(s)  Concentration(s) Banner Code(s)
Proposal  Revise program

Description of proposal:
Additions, inactivation, name change and removals of courses. Major Electives change from 12 to 9 credit hours.

Does proposed revision change program’s total credit hours?  ☒ Yes  ☐ No
Current total credit hours: 26  Proposed total credit hours 27

Describe impact on other programs, policies or procedures (e.g., duplication issues; enrollment and staffing considerations; need; audience; prerequisites; teacher education licensure):
Changes to reflect the additions, removals and revisions made in the AAS CDAG and BS Engineering Technology CDAG concentration.

Units consulted (other departments, programs or campuses affected by this proposal):
CDAT, CDAG, MERT, EERT, Engineering Technology faculty

______________________________________________________________________________

REQUIRED ENDORSEMENTS

Department Chair / School Director  ____/____/____

______________________________________________________________________________

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

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College Dean (or designee)  ____/____/____

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

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Senior Vice President for Academic Affairs or Provost (or designee)  ____/____/____
Proposal Summary
Computer Design, Animation and Game Design (CDAG)
AAS Program Requirements

Description of Action, Including Intended Effect

New Course:

CADT 22010 Digital Sculpting Technology (3) is a new required course which will teach students how to use an industry-standard, digital 3D-sculpting package to create character models and textures. This was previously a special-topics course CADT 22095 ST: Digital Sculpting with Z Brush.

Inactivation:

CADT 22009 Applied Engineering Software will be inactivated. This course taught the Microsoft suite. It was determined that this course content was no longer relevant or needed for the AAS CDAG degree. Inactivation should not affect any other program.

Changes:

CADT 12000 2D Graphics & Animation Technology (3)
Change name to 2D Imaging Technology – this course does not include animation component so name change to reflect that

ARTF 14000 Drawing I (3)
Moved to a major program requirement - Previously a major elective
It was determined that drawing principles are necessary for 3D modeling, graphics and animation. Art department was consulted and approved

COMT 20021 C Sharp Programming (3)
Added to major electives
This is to correct the previous listing error. COMT 20021 will replace COMT 36302 Adv C Sharp Programming. Fall 2016 both COMT and CDAG departments made changes to the catalog as prior there was no pre-requisite and it was not an advanced class.

MERT 12001 Computer Aided Design - Change from major program requirement to major elective.
Students will gain solid-modeling experience in the major required CADT 22003 Solid Modeling. They may then choose the option of continuing with MERT 12001 as a major elective for additional engineering graphics experience.

EERT 22018 PC/Network Engineering and Troubleshooting (3) – Remove from major electives as it was determined that with only nine hours of major electives to choose from the areas of CAD and programming. Students in the BS Engineering Technology CDAG concentration can take TECH 33016 PC/Network Engineering and Troubleshooting (3)
TECH 34002  Advanced CAD II – remove from major electives. This course is given as a choice in the BS Engtech CDAG concentration requirements as a junior-level course.

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

ARTF 14000 Drawing I is now a major program requirement – previously a major elective. There should be no impact on other programs as most students chose to take this course as a previous major elective. ARTF 14001 Drawing II remains as a major elective. For the prior fall 2016 catalog update the art department supported the addition of these art classes to the CDAG curriculum.

Fiscal, Enrollment, Facilities and Staffing Considerations

none

Evidence of Need and Sustainability if Establishing

CADT 22010 Digital Sculpting Technology (3) – this was a previous Special Topics course CADT 22095 ST: Digital Sculpting with Z Brush. It was determined that this should be a permanent major program requirement as industry requires it. This course will also prepare students for character modeling in upper-division courses.

Provisions for Phase-Out if Inactivating

Inactivating CADT 22009 Applied Engineering Software – Students from prior year catalogs may take either CADT 22010 Digital Sculpting Technology or CADT 22095 Special Topics in CDAG.

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

All changes will be implemented upon approval for Fall 2017
CDAG faculty approved – Oct, 2016
Engineering Technology faculty approved – Oct, 2016
To be approved by regional college November, 2016
To EPC Jan, 2017
Proposal Summary
BS Engineering Technology

Revise the Concentration in Computer Design, Animation and Game Design

Description of Action, Including Intended Effect

New courses:

CDAG 33095 ST: Computer, Design, Animation and Game Design (1-3) will be an upper-division special topics course to include advanced specialized coursework in areas of modeling, animation and gaming.

CDAG 34005 Virtual Reality and Game Design (3) - Replaces CDAG 43003 Virtual Reality and Game Design – The course has been a pre-requisite for CDAG 43000 and due to the numbering it has caused confusion with both students and advisors. CDAG 34005 will have the same content as CDAG 43003 so students from prior year catalog can have this course substitute for CDAG 43003. This course will also change from (2) to (3) credit hours in order to adequately cover the material.

Inactive and/or remove course:

CDAG 43004 Unix Scripting with Apps – this course has not been offered for several years and may now be inactivated as it is no longer applicable to the degree

Changes to CDAG courses:

CDAG 34003 Animation Theory
- Change pre-req to CADT 22004 Animation I as students will gain the understanding of modeling to prepare them for work in CDAG 34003. CDAG 34003 did not have a pre-requisite prior and students were not fully prepared for this upper-division coursework

CDAG 43000 Advanced Animation and Game Design
- Change the pre-req to CDAG 34005 due to numbering sequence (see note above)
- Change credit hours from (2) to (3) to allow time for required content. The previous one day (2) credit hours made it difficult to adequately cover the material.

CDAG 43001 Technology of Media and Film Production
- Change name to Technology of Animation Production to better reflect the work in production of animation and not film
- Change credit hours from (2) to (3) to allow time for required content. The previous one day (2) credit hours made it difficult to adequately cover the material.
- Change pre-req to CDAG 34001 Animation III so that students have the necessary skills to complete a finished production including special effects.
CDAG 43002 Graphics Design Technology
- Change pre-req to CADT 12000 2D Graphics Technology so students have the necessary skills in graphics creation and editing.

Removal of the following course choices that have been offered within the Concentration Requirements. With the expansion of upper-division coursework specific within the CDAG curriculum some are no longer needed, or are no longer applicable to the degree:

CDAG 34004 Tech of Light, Color Design and Layout – remove.
- This course content is obsolete and coursework has been absorbed into CDAG 43002 Graphic Design Technology
ITEC 47413 Digital Video in Education (3)
ITEC 47411 Designing Visuals for Instruction (3)

Additions/changes of the following courses which are more relevant to the degree and/or support other CDAG courses:

TECH 33010 Computer Hardware (3)
CCI 46001 Responsive Web Design (3)

Changes to the Applied Courses from Associate Degree, Minor or Individualized Specialization.

For students who have not declared the AAS in CDAG but instead declare the BS Engineering Technology CDAG, and/or for those transferring from another concentration or degree, applied courses have been available for transfer. In order to assure that these students have the necessary knowledge to successfully advance through the upper-division CDAG courses in a timely manner the choices are modified to reflect relevant coursework.

Applied Course Listing:

Addition:
ARTF Drawing I (3)

Removal:
COMT 11002 Visual Basic Programming (3)
COMT 21010 Workgroup Productivity Software (3)
EERT 22014 Microprocessors and Robotics (3)
EERT 22016 Productivity Software for Industry (1)
ENGT 22000 Economic Decision Analysis (3)
TECH 22095 Special Topics in Technology (1-4)
TECH 23581 Computer-Aided Engineering Graphics (3)
TECH 33010 Computer Hardware (3)
TECH 33095 Special Topics: Applied Science and Technology (1-3)
TECH 46330 Visual Basic Programming in Engineering Technology (3)
Any ART, ARTC, ARTF OR ARTH courses
Any VCD courses

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

CDAG full-time and adjunct faculty to teach all CDAG courses – There may be in impact on programs reflected in the applied course listing which will be removed.

Fiscal, Enrollment, Facilities and Staffing Considerations

No impact

Evidence of Need and Sustainability if Establishing

Provisions for Phase-Out if Inactivating

CDAG 43004 Unix Scripting with Apps has not been offered for several years so there will be no impact to students

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

Fall 2017
Approved by CDAG faculty May, 2016 and revisions approved Oct, 2016
Approved by Engineering Technology faculty Oct, 2016
To be approved by regional college Nov, 2016
To EPC Jan, 2017
Proposal Summary
Revise the Minor in Computer Design, Animation and Game Design

Description of Action, Including Intended Effect

Changes to reflect the additions, removals and revisions made in the AAS CDAG and BS Engineering Technology CDAG concentration.

Required courses are now 15 credit hours and choosing 12 credit hours making the new minimum total 27 credit hours (previously 26).

- New course CADT 22010 Digital Sculpting Technology added to required courses
- Removal of CDAG 34004 Technology of Light, Color, Design and Layout as it is to be removed from BS Engtech CDAG
- CDAG 34005 is a new course to replace CDAG 43003 Virtual Reality and Game Design due to course numbering. This course is a pre-requisite for CDAG 43000
- Removal of TECH 34002 Advanced CAD II to limit choice of 12 credit hours to more modeling, animation and gaming

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

No impact

Fiscal, Enrollment, Facilities and Staffing Considerations

No impact

Evidence of Need and Sustainability if Establishing

Provisions for Phase-Out if Inactivating

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

Fall 2017 catalog
Approved by CDAG faculty May, 2016 and Sept, 2016
Approved by Engineering Technology faculty
KENT STATE TUSCARAWAS
STRATEGIC ROADMAP

WWW.KENT.EDU/TUSC
Dear Campus Community,

I am pleased to share with you the Kent State University at Tuscarawas Strategic Roadmap. Our roadmap is a collaborative effort among faculty, staff, students and community stakeholders and thus represents a collective vision. Our campus is unique in many of the academic programs offered, our geographic service region and the local ownership of the campus. Our future takes into account all of these historical strengths while looking toward future opportunities. You will find that our plans are consistent with the University Level Initiatives of Kent State, but reflect the unique character of our campus and our community.

I look forward in the next several years to growth in enrollment, academic opportunities, student opportunities and capital improvements. The following document reflects how we will embark on making our shared visions and plans a reality. While we have placed our plans in a succinct format, please know that the plan is integrated and that no one university level initiative stands alone without the support of the others.

I wish to thank all of those who participated in the process, particularly the members of our steering committee whose efforts were key in making our roadmap a reality. I look forward to a time several years from now when we as a campus community can look back on the success achieved by, and for, the students of the Tuscarawas Region. After all, students come first!

Bradley A. Bielski, Ph.D.
Dean and Chief Administrative Officer
MISSION OF THE TUSCARAWAS CAMPUS

The mission of Kent State University at Tuscarawas is to provide local students access to a superior higher education experience and local residents access to a modern facility that can meet their various educational and cultural needs. Certificate, associate, bachelor’s and graduate degree programs are offered on a flexible schedule designed to meet student needs. Course delivery techniques include traditional, accelerated, web-based, distance-learning, evening and summer programs. Public institutions and local businesses can train employees through standard and customized instructional programs, while individual residents can utilize campus offerings for personal fulfillment. Kent State University at Tuscarawas offers the best of both worlds: the unlimited opportunities and accreditation of a large state university in the atmosphere of a small private college.
UNIVERSITY PRIORITIES AND CAMPUS LEVEL INITIATIVES

STRATEGIC PRIORITY 1: STUDENTS FIRST

Initiative 1.1: Ensure all programs offered at the Tuscarawas Campus can be completed entirely on campus either via in-person classes or, if necessary, via online courses [Dean’s Office and Assistant Dean’s Office, Spring 2020]

Initiative 1.2: Ensure the semester class schedules are offering the courses students need when they need them as much as feasibly possible [Assistant Dean’s Office, Spring 2019]

Initiative 1.3: Increase merit and need based scholarship offerings via targeted donor programs [Enrollment Management and Student Services, Spring 2018]

Initiative 1.4: Promote the campus’ scholarships and encourage students to apply for them [Enrollment Management and Student Services, Summer 2017]

Initiative 1.5: Establish, increase and promote student services and activities on campus [Enrollment Management and Student Services and Student Government Association, Summer 2017]
UNIVERSITY PRIORITIES
AND CAMPUS LEVEL INITIATIVES

STRATEGIC PRIORITY 2: A DISTINCTIVE KENT STATE

Initiative 2.1: Promote and expand academic program offerings to make Kent State Tuscarawas a degree completion destination [New Program Development Task Force, Summer 2020]

Initiative 2.2: Promote, expand and support our Alumni Association [Development Office, Spring 2018]

Initiative 2.3: Promote activities such as athletics, band and choir programs to attract new students and the community to campus [Enrollment Management and Student Services, Summer 2017]

Initiative 2.4: Enhance communication of the results of various on-campus activities to the university and community to showcase our campus and draw people here [Public Relations, Summer 2017]
UNIVERSITY PRIORITIES
AND CAMPUS LEVEL INITIATIVES

STRATEGIC PRIORITY 3: GLOBAL COMPETITIVENESS

Initiative 3.1: Promote current and create more possibilities for student and employee trips abroad [Enrollment Management and Student Services, Fall 2018]

Initiative 3.2: Increase international student enrollment through targeted recruitment, scholarships and housing opportunities [Enrollment Management and Student Services, Summer 2022]

Initiative 3.3: Identify local international corporations who may partner with the campus [Business and Community Services, Summer 2017]

Initiative 3.4: Promote online offerings of our unique programs to attract more international students who otherwise couldn’t attend [Enrollment Management and Student Services, Fall 2020]

Initiative 3.5: Create intercultural opportunities through campus programming [Diversity Committee and Student Government Association, Spring 2017]
UNIVERSITY PRIORITIES
AND CAMPUS LEVEL INITIATIVES

STRATEGIC PRIORITY 4: REGIONAL IMPACT

Initiative 4.1: Increase Tuscarawas Campus administration and faculty visibility and participation in the local communities to aid in recruitment of students and in gaining other sources of funding [Dean's Office and Faculty Council, Spring 2019]

Initiative 4.2: Promote and expand our Business and Community Services (BCS) and the Small Business Development Center's (SBDC) support and programs [Business and Community Services, Spring 2020]

Initiative 4.3: Increase local business partnerships and internships to aid in student recruitment and post-degree employment [Faculty Council, Fall 2019]

STRATEGIC PRIORITY 5: ORGANIZATIONAL STEWARDSHIP

Initiative 5.1: Promote wellness initiatives and personal fitness with various projects [Enrollment Management and Student Services, Spring 2018]

Initiative 5.2: Create a more welcoming campus with construction and renovation projects [Business Office, Summer 2022]

Initiative 5.3: Increase on-campus visitation events for donors to aid in philanthropic engagement [Development Office, Summer 2018]
STRATEGIC ROADMAP IMPLEMENTATION

Implementation of the Kent State University at Tuscarawas Strategic Roadmap is the responsibility of various entities within our campus community, and we will be ensuring the goals of the roadmap come to fruition. In addition, a specific committee, comprised of senior faculty, administration and students, will be tasked with evaluating the progress of the implementation of the roadmap. An annual evaluation will be available on our Strategic Roadmap website at www.kent.edu/tusc/strategicroadmap.