

The University of Akron

IdeaExchange@UAkron

The University of Akron Faculty Senate Chronicle

4-4-2024

Faculty Senate Chronicle April 4, 2024

Heather Loughney

Follow this and additional works at: <https://ideaexchange.uakron.edu/universityofakronfacultysenate>

Please take a moment to share how this work helps you [through this survey](#). Your feedback will be important as we plan further development of our repository.

This Article is brought to you for free and open access by IdeaExchange@UAkron, the institutional repository of The University of Akron in Akron, Ohio, USA. It has been accepted for inclusion in The University of Akron Faculty Senate Chronicle by an authorized administrator of IdeaExchange@UAkron. For more information, please contact mjon@uakron.edu, uapress@uakron.edu.

April 4, 2024

48 pages

SENATE ACTIONS

1. Approved revisions to Faculty Senate bylaws (Appendix A).
2. Approved a resolution from APC to change rule 3359-60-03.1 clarifying ACE credit acceptance (Appendix C).
3. Approved the list of courses and programs brought by the Curriculum Review Committee (Appendix E).
4. Approved changes to 3359-60-06 Graduate student classification (Appendix G).
5. Approved changes to 3359-60-06.1 Graduate student admissions (Appendix H).
6. Approved changes to 3359-60-06.2 Graduate student standards (Appendix I).
7. Approved changes to 3359-60-06.3 Master's degree requirements (Appendix J).
8. Approved changes to 3350-60-06.4 Doctoral degree requirements (Appendix K).
9. Approved changes to 3359-60-06.7 Graduate certificates (Appendix L).

Table of Contents

Minutes of Faculty Senate meeting held April 4, 2024.....3

Appendices to Minutes of the Faculty Senate meeting held on April 4, 2024

- A. Revisions to 3359-10-02 – The university of Akron bylaws of the faculty senate12
- B. Academic Policies Committee report.....13
- C. Changes to 3359.60.03.1 Credit by transfer and/or examination.....14
- D. Computing and Communications Technology Committee report.....19
- E. Curriculum Review report.....20
- F. Ad hoc Course Evaluation Committee23
- G. Changes to 3359-60-06 Graduate student classification.....25
- H. Changes to 3359-60-06.1 Graduate student admissions.....27
- I. Changes to 3359-60-06.2 Graduate student standards.....31
- J. Changes to 3359-60-06.3 Master’s degree requirements39
- K. Changes to 3359-60-06.4 Doctoral degree requirements42
- L. Changes to 3359-60-7 Graduate certificates.....47

MINUTES OF THE FACULTY SENATE MEETING OF

April 4, 2024

The meeting of the Faculty Senate took place Thursday, April 4, 2024 in Law 180 and in Teams. Senate Chair Kathryn Budd called the meeting to order at 3:33 pm.

Of the current roster of 44 senators, 34 attended the meeting. Senators Currie, Franks, Gong, Hreno, Karriker, Klein, Lee and Thomas were absent with notice. Senators Buldum and Yi were absent without notice.

I. Adoption of Agenda

The agenda was adopted by unanimous consent.

II. Adoption of minutes of February 1, 2024 meeting

The minutes were adopted by unanimous consent.

III. Remarks of the Chair

Welcome to the April meeting of the senate. Senators who wish to be recognized should hold up their name card. Use the mics on the tables when you speak, you will need to press the button to turn on the mic and then press the button again to shut the mic off when you are finished. Those attending virtually should type “request” into the chat window and wait to be recognized. When we vote, I’ll ask those present to say “aye” and those online to raise their virtual “hands” to be counted. Don’t forget to sign in on one of the attendance sheets circulating the room before you leave. If I mispronounce your name, let me know the correct pronunciation so I can do better next time.

Please be aware that both senate meetings and minutes are part of the public record.

I welcome Mr. Mark Lerner, with us from the Board of Trustees.

We have a full agenda today, so I will keep this brief.

At next month's senate meeting, we'll hold an election for the position of Secretary, which is currently held by Angela Hartsock. The Secretary is responsible – with Heather Loughney - for preparing the minutes of the senate meetings and arranging for the orderly conduct of senate business. The secretary is a member of the senate executive committee and attends our weekly meetings. If any of you are interested in learning more about this important position, please contact Secretary Hartsock or myself.

This concludes the remarks of the chair.

IV. Special Announcements

Dr. Caesar Carrino, former dean of the University of Akron Evening College and Summer Sessions, passed away at the age of 93.

Dr. Carrino earned a master's degree from The University of Akron, and then a Ph.D. from Western Reserve University (now Case Western Reserve) in 1965. Soon afterward he began teaching at UA, where he worked for 22 years in a variety of roles including assistant dean of the College of Education, dean of the Evening College and Summer Sessions, and special assistant to the president.

He retired from UA in 1989 and from 1999 to 2003, he was Mayor of Wadsworth, Ohio, where he was a lifelong resident.

Please join me in a moment of silence for our colleague.

V. Report of the Executive Committee

This past month, the Senate-EC continued to monitor progress on the following business:

The ad hoc Course Evaluation Committee provided the Senate-EC a draft of the student questionnaire. The EC met with committee representatives and provided feedback. The EC encouraged the committee to seek further input from the Academic Policies Committee; the APC provided additional feedback. Senators were encouraged to share the current version with their constituents before this meeting where we will discuss it. The Senate-EC thanks Julie Cajigas for her leadership on this initiative.

The EC is monitoring the deliberations, process, and progress of a proposal from CEPS for a School of Computing.

The EC did not have a monthly meeting with the provost and senior vice provost due to the UA basketball game in Pittsburgh, but we look forward to our April meeting.

The EC is preparing for an election for secretary at the May meeting. We welcome nominations.

Finally, regarding senate bylaw revisions, general counsel suggested revisions to the curriculum approval process outlined in the bylaws. In consultation with our parliamentarian and the chair of CRC, we agreed on revised language that we bring as a motion.

Chair Budd presented the motion and noted changes including the suggested revisions to the curriculum change proposal timeline for the response time of the Office of Academic Affairs and the use of gender inclusive language (their) throughout (Appendix A). With no debate on the motion, the motion passed unanimously.

For more information on these discussions, please contact Angela Hartsock.

VI. Remarks of the President

President Miller greeted the senate and welcomed trustees to the meeting. The president shared that he will be giving testimony to the Ohio Senate Workforce and Higher Education Committee. The testimony will be centered around the capital budget request, and he expects it to be a rich discussion. President Miller welcomes the opportunity and thanked Senator Cirino for the chance to tell the UA story. There will be a link to watch the proceedings and a copy of the testimony will be shared. The university is moving forward with privatizing student housing. The president assured senators that the process is designed to enhance the financial stability of housing but also enhance the student experience. Dr. Messina is highly involved. President Miller expressed regret that the STEM High School will be leaving Central Hower. Where buildings or structures have recently been removed on campus, there will be green spaces to replace them. President Miller thanked the group working on student evaluations. Regarding the upcoming solar eclipse, the president cautioned everyone to expect crowds. He extended his appreciation to those on campus who have provided educational experiences focused on the eclipse.

Chair Budd invited questions for President Miller.

Senator Evans asked the president for details on planned changes where the Exchange Street parking deck has been demolished.

President Miller confirmed the space will be converted to green space and we will decide as a university what to do with it.

Senator Triage requested clarity on if the main reason to privatize student housing is to cut costs.

President Miller noted that with privatization, the experience for students can be better (better facilities) and it will contribute to financial stability. With the vast majority of our debt on those facilities, this would lower our annual debt service.

Senator Triage followed up to ask how privatization will impact housing costs for students.

President Miller pointed to the constraint of the housing guarantee; UA can only raise fees for incoming classes. Possible vendors know those constraints and will have to offer a financial model that takes that into account. UA lowered housing costs 30% during COVID and will need to normalize those rates but want to do that considerately. Ultimately, if there is a rate increase, UA would have to approve, and it would only apply to the incoming cohort.

Professor Triage noted that privatizing seems to imply profit and questioned if our housing will be more expensive than regional competitors, becoming a deterrent and favoring those competitors.

President Miller stated UA is pretty far off Kent State already but there is also concern about competitiveness with off-campus housing options.

VII. Remarks of the Provost – given by Senior Vice Provost Price

Senior Vice Provost Price echoed President Miller in thanking those working on the ad hoc Student Evaluation Committee.

VIII. *Committee Reports*

Academic Policies Committee – Pamela Schulze

Senator Schulze brought forward the motion to approve changes to Rule 3359-60-03.1 in order to clarify the number of ACE (American Council on Education) credits that can be applied toward a degree (Appendix B – APC recommendation) (Appendix C – edited Rule 3359-60-03.1).

With no debate, the motion passed.

Computing and Communications Technology Committee - Sheau-Huey Chiu

Written report (Appendix D)

Curriculum Review Committee – Linda Saliga

Senator Saliga brought forward eight program proposals and ten course proposals for approval (Appendix E).

With no debate, the motion passed.

Ad hoc Course Evaluation Committee – Julie Cajigas

Senator Cajigas thanked the senate and outlined the committee's approach to seeking out best practices and soliciting input to inform the current draft questionnaire (Appendix F). The goal was to develop an instrument that is useful for faculty in improving teaching and evaluating best practices. Questions were also written to reduce bias and to focus on the student experience in the class. Input was provided by USG, Faculty Senate Executive Committee and APC. After gathering input from the senate, the committee will produce a final version along with a series of recommendations on how faculty and administrators can use the evaluations.

Chair Budd encouraged senators to share feedback from their constituents by April 15, 2024.

Senator Sterns asked how the effectiveness of the tool will be evaluated.

Senior Vice Provost Price indicated that the instrument can be looked at over time.

Senator Evans will send feedback from his constituents but indicated an overall sentiment that the questions were too vague.

Senator Kidd appreciated that the questions were concise but questioned how the instrument would fit for courses with labs, clinicals, or other types of programs.

Senator Cajigas noted that the data collection tool may have the capability to accommodate the need to evaluate other types of courses.

Senator Schulze found the first question to be subjective in gauging effort and suggested a more specific approach (asking about hours spent per week). She also asked about whether the reflective question would be used for statistical analysis.

Senator Cajigas pointed to earlier drafts where the question asked for expected grade or number of absences, but the committee settled on leaving the question more open ended, with the opportunity for departments to customize.

Senator Hamdani noted that the College of Business uses the same first question and does not include it in the final calculation of teaching score.

Senator Sterns commented that question 3 groups the course materials and does not allow faculty to distinguish them; he commented specifically on a question about whether the textbook was useful.

Senator Cajigas clarified that the question is focused on overall course design and is attempting to list some of the features of course design that students could answer to.

Chair Budd noted that not all classes use textbooks.

Senator Duff thanked Senator Cajigas for leading the committee and asked about implementation of the software and how amenable it will be to departments or faculty adding their own questions. He pointed to classes with lectures and labs and the need to add descriptions ahead of questions that clarify what and who is being evaluated. He also questioned whether the software would allow giving credit for responses.

Senator Cajigas indicated a product demo would happen soon but that she believes that capability is there. She pointed to recent efforts to increase participation rates.

Senior Vice Provost Price echoed Senator Cajigas's comments and confirmed that the flexibility is there for customization.

Senator Hartsock noted that additional comments from the EC will be shared with the committee. She pointed to question 3 and whether the item is asking students to weigh in on teaching effectiveness as opposed to reporting practices used per the ACUE guidelines. She also pointed to question 6 where the word "environment" could be misconstrued with students commenting on the physical space of the room.

Chair Budd thanked the committee and recognized the effort involved.

IX. Graduate Council Report

Item 1: Rule 3359-60-06, Graduate student classification. (Appendix G)

Senator Srinivasan brought forward the changes. The motion was approved.

Item 2: Rule 3359-60-06.1, Graduate student admissions. (Appendix H)

Senator Srinivasan brought forward the changes. The motion was approved.

Item 3: Rule 3359-60-06.2, Graduate student standards. (Appendix I)

Senator Srinivasan brought forward the changes.

Senator Sterns inquired about the status of grades at the graduate level.

Dean Bausch noted that nothing has changed with regards to grade systems.

The motion was approved.

Item 4: Rule 3359-60-06.3, Master's degree requirements. (Appendix J)

Senator Srinivasan brought forward the changes.

Senator Sterns referenced the full-time and part-time language and asked if departments will no longer have discretion to require full-time basis.

Dean Bausch clarified that there were no changes to that and pointed to changes to the formal residency requirements for master's students.

The motion was approved.

Item 5: Rule 3359-60-06.4, Doctoral degree requirements. (Appendix K)

Senator Srinivasan brought forward the changes.

The motion was approved.

Item 6: Rule 3359-60-06.4, Graduate certificate program requirements. (Appendix L)

Senator Srinivasan brought forward the changes.

The motion was approved.

X. GSG – Senator Currie

GSG is in the heart of graduate student appreciation week, on Monday they hosted a collaboration event with House Three-Thirty offering graduate students free ice cream, yesterday with the Graduate School, almost 60 students presented their research at Graduate Student Research Day, tomorrow, GSG is offering two professional development events to end our appreciation week. GSG will be working on transitioning the new President and Vice President into their roles throughout the next month to successfully prepare the next administration.

XI. USG – Senator Baig

This week, the Judicial Branch of USG has led Advocacy Week. Each day, they have highlighted different areas of campus to educate students about the many resources available to them. We have another very exciting event coming up next week. USG has collaborated with Compass Coffee, a local Akron coffee shop, to create a UA themed coffee drink. The Zips Blue Bliss drink will be available at Compass Coffee next Wednesday, April 10th and can be served hot or iced. Please make sure to stop by and support the Well CDC and encourage your students to attend the Zip and Paint event at Compass Coffee from 6-8 pm next Wednesday.

Senator Baig introduced the incoming president of USG and asked her to address the body.

President elect Grace DeWitt greeted the body and shared the following remarks: I am thankful for the opportunity to speak to you briefly today. A little bit about me, I am a third-year student majoring in Political Science and Global Studies with a Pre-Law Philosophy Minor and an International Business Certificate. My running mate, Elena Kozma, was unfortunately not able to make it today. She is a third-year student majoring in Marketing with a Professional Social Media Certificate. In the past, we have both been involved in USG. I have served as the Senator for the Williams Honors College for three years and also the Vice Senate Chair in the past year. Elena has been a Social Media Curator and is now the Director of Media and Analytics.

For those of you that might not know, all USG president and vice president candidates must run on a ticket and develop a platform. The name of our platform for the coming year is Unify UAkron. It has three pillars, which are Academic, Professional, and Community Development. This was created through asking students what was most important to them at the university. Most responses revolved around these three things. The platform is intentionally broad so it can relate to the wide range of issues that students face and have the capability to help as many students as possible. Elena and I are both excited for the coming year, and we look forward to working with administration to enhance the student experience at UA. Thank you.

XIII. New Business

None.

XIV. Good of the Order

None.

XV. Adjournment

Chair Budd adjourned the meeting at 4:54 pm.

—Angela Hartsock, Secretary.

Questions and comments about the minutes can be emailed to ahartsock1@uakron.edu.

APPENDIX A

Amendments to the language approved at the March 7th senate meeting are indicated in blue.

1. "His or her" has been changed to the gender neutral "their".
2. At the request of the Office of General Counsel, a sentence has been added to allow flexibility to the timeframe for response.

(5) Curriculum change proposals that are approved by the faculty senate shall be forwarded to the office of academic affairs. The executive vice president and provost or their designee shall, within two weeks, approve or disapprove any curriculum change proposals forwarded to it by the faculty senate and shall inform the originator of the proposal and the faculty senate of their decision. If a proposal is disapproved, a statement of the reason(s) for the disapproval shall be included. If the executive vice president and provost, or their designee, is unable to approve or disapprove a proposal within two weeks, they shall notify the chair of the faculty senate of such inability, the reason(s) therefor, and the date by which they expect to act on the proposal.

APPENDIX B

Report of the Academic Policies Committee to Faculty Senate

April 3, 2024

Members of APC unanimously approved changes to Rule 3359-60-03.1 in order to clarify the number of ACE credits that students may apply to their degree. These credits shall be treated as transient credit. Attached is the edited rule. The edited bulletin description is below.

The University of Akron evaluates credit recommendations from ~~excepts~~ the American Council on Education's College Credit Recommendation Service (CREDIT) and awards credit or course equivalency as determined by the relevant academic department or school. CREDIT evaluates and makes credit recommendations for formal educational programs and courses offered by organizations including business and industry, labor unions, professional and voluntary associations, schools, training suppliers, and government agencies. The program is based on the idea that it is sound educational practice for colleges and universities to grant academic credit for high-quality educational programs conducted by a variety of organizations provided that the courses are appropriate to an individual's degree program. Following matriculation as a University of Akron student, ~~C~~credit hours earned as a result of CREDIT recommendations, ~~and following matriculation as a University of Akron student,~~ are considered transient credits and apply to the ~~eighteen-credit~~ hour restriction (see transient policy).

APPENDIX C

<https://uazips.sharepoint.com/:b:/t/FacultySenate34/EU4F7xAaT4xOpagdSeV0jEoB8EuB5nm5W4AxInIRDoVOOg?e=g3usOY>

3359-60-03.1 **Credit by transfer and/or examination.**

(A) Transfer credit for undergraduate courses.

- (1) A total for all non-remedial, non-developmental college-level course work completed with earned grades of "D-" or better taken at an institution of higher education in the United States which is fully accredited or has been granted candidacy status by one of the following regional institutional accrediting agencies: middle states association of colleges and schools, commission on higher education; new England association of schools and colleges, commission on institutions of higher education; north central association of colleges and schools, higher learning commission; northwest commission on colleges and universities; southern association of colleges and schools, commission on colleges; western association of schools and colleges, accrediting commission for community and junior colleges; western association of schools and colleges, accrediting commission for senior colleges and universities will be listed on the university of Akron official academic record. Each course posted to the degree audit system will reflect the course number, title, grade and credit value; no grade-point value will appear on the record; however, grade-point average may be considered for purposes of evaluating, ranking or otherwise determining admissibility to the university or to specific programs. In addition, the name of the institution, as well as the time period during which the courses were taken, will be listed on the university of Akron official academic record.
- (2) No grade-point value will appear on the record, and no grade-point average will be calculated for the course work listed. Transfer students shall be accorded the same class standing and other privileges as all other students on the basis of the number of credits earned.
- (3) All residency requirements must be completed successfully at the receiving institution prior to the granting of a degree.
- (4) "CLEP" or advanced placement credit posted on transcripts from regionally accredited previous Ohio colleges and universities is eligible for credit at the university of Akron.

"CLEP" or advanced placement credit posted on transcripts from previous non-Ohio institutions is not eligible for credit at the university of Akron. Students must present original documentation attesting to scores earned prior to receiving alternative credit considerations.
- (5) The university of Akron does not guarantee that a transfer student automatically will be admitted to all majors, minors, or fields of concentration at the institution. For courses that have been taken at an institution of higher

3359-60-03.1

2

education noted in the reference in this paragraph, the dean of the college in which the student intends to obtain a degree will specify which courses listed, other than general studies, will apply toward the degree requirements at the university. This specification will be made at the time the student enters the degree-granting college. The office responsible for transfer student services will specify which courses listed will apply toward the general education requirements when the student enters the university.

(B) Transient student. A university of Akron student may take coursework at another institution of higher education as a transient student. These courses will be listed on the university of Akron official academic record. Each course will reflect the course number, title, grade and credit value; no grade-point value will appear on the record and the grade for such course will not be included in the university of Akron grade-point calculation. The name of the institution will be listed on the university of Akron official academic record as well as the date that the coursework was taken.

(1) Coursework must be taken at a regionally accredited institution.

(2) For transient coursework with established equivalency, prior written approval must be received from the dean of the student's degree-granting college, or from the dean's designee. If the student is not yet admitted to a degree-granting college, written approval must be received from the dean, or the dean's designee, of the student's intended degree-granting college or, if the student has not declared a major, from the dean, or the dean's designee, of the degree-granting college offering the course. For transient coursework without established equivalency, student must provide a syllabus to the appropriate department or school chair/director for evaluation, after which approval must be received per the procedure outlined in this paragraph.

(3) A student must earn a grade of "D-" or better in the course at the other institution in order for the credits to apply towards the student's degree requirements at the university of Akron unless otherwise specified by the degree granting college. The student must provide the official transcript for the course in order to receive credit.

(4) No more than eighteen total credit hours of transient work may be approved prior to the granting of a baccalaureate degree. No more than nine total credit hours of transient work may be approved prior to the granting of an associate degree. Following matriculation as a University of Akron student, credit hours earned as a result of the ACE credit recommendation service, and following matriculation as a University of Akron student, are considered transient credits and apply to the eighteen total credit-hour restriction. –

(5) Approvals for transient attendance at other institutions are valid for only the

3359-60-03.1

3

requested term.

- (6) Students who are on probation or dismissed are restricted or denied transient permission except in rare and compelling circumstances. Note: Students nearing degree completion should review university graduation requirements.
 - (7) Coursework taken at another institution cannot be considered for the university of Akron repeat- for- change- of- grade policy or the academic reassessment policy and will not be calculated into the university of Akron grade-point average.
- (C) Credit by examination. A student interested in earning credits by special examination may do so with the permission of the dean of the student's college and the dean of the college in which a particular course is offered and by payment of the special examination fee. The grade obtained in such an examination is recorded on the student's permanent academic record. Credit by examination is not permitted in the semester before graduation. Credit by examination may not be used to repeat for change of grade.
- (D) Bypassed credit. Certain courses designated in the general bulletin by each department enable a student to earn "bypassed" credit. A degree-seeking undergraduate student who completes such a course with a grade of "C" or better is entitled to credit for designated prerequisite courses which carry the same departmental code number. Credit for such bypassed prerequisite shall be included in the total credits earned but shall not count in the quality point ratio, or class standing, or hours required for graduation with honors. Bypassed credit is not awarded on the basis of completing a course either credit-by-examination or credit/noncredit. Bypassed credit may not be used to repeat for change of grade. The appendix to this rule outlines courses approved for bypassed credit.

The university shall from time to time publish a list of courses approved by the faculties of the college for bypassed credit.

3359-60-03.1

4

Effective: 12/18/2021

Certification: _____
M. Celeste Cook
Secretary
Board of Trustees

Promulgated Under: 111.15

Statutory Authority: 3359

Rule Amplifies: 3359

Prior Effective Dates 11/04/1977, 08/30/1979, 01/30/1981, 05/15/1982
07/30/1987, 05/22/1991, 05/23/2003, 08/20/2004
02/12/2005, 07/03/2005, 07/02/2006, 06/25/2007
02/14/2013, 02/01/2015, 08/27/2017, 12/22/2019

APPENDIX D

Computing & Communications Technologies Committee Report

The CCTC met on Thursday, March 14, 2024.

The committee invited the Director of Audio Visual and Distance Learning Services to talk about classroom technology in the general-purpose classrooms. The committee will meet in April to draft a recommendation/resolution related to classroom technology in the general-purpose classrooms to the faculty senate.

The committee also discussed the process of the public records request/court-ordered subpoenas for email messages or administrator seeking email messages.

The next meeting of the CCTC will be on Thursday, 4/11.

Sheau-Huey Chiu CCTC
Chair

APPENDIX E

CRC Report April 2024

CRC brings forth eight program proposals and ten course proposals for the Senate's approval.

New Programs

Associate of Science in Nursing
Community And Workforce Education Certificate
Diversity, Equity, and Inclusion Certificate

Edited Programs

310000BS Biology
347003BS Statistics, Actuarial Science Option
370005C Applied Politics
370005GC Applied Politics
370005MAP Applied Politics

New Courses

COMM350 Event Planning
CORE500 Introduction to Corrosion Science and Engineering
CORE505 Corrosion Prevention
CORE665 Corrosion Protection by Coatings
ELEN362 Electronic Design
ELEN370 Control Systems I
ELEN376 Electronics and Controls Lab
ELEN380 Energy Conversion
ELEN382 Energy Conversion Lab

Edited Courses

STAT250 Statistics for Everyday Life

Faculty Senate Chair (8)				
Code	Title	Status	Initiator	Received
	: Diversity, Equity, and Inclusion	Added	tb33	3/22/2024
	: Community and Workforce Education	Added	snk	3/22/2024
	: Associate of Applied Science in Nursing	Added	knk	3/22/2024
310000BS	310000BS: Biology	Edited	rjduff	3/22/2024
347003BS	347003BS: Statistics, Actuarial Science Option	Edited	nmimoto	3/22/2024
370005C	370005C: Applied Politics	Edited	dbcohen	3/22/2024
370005GC	370005GC: Applied Politics	Edited	dbcohen	3/22/2024
370005MAP	370005MAP: Applied Politics	Edited	dbcohen	3/22/2024

Faculty Senate Chair (10)				
Code	Title	Status	Initiator	Received
COMM:350	COMM:350: Event Planning	Added	kclark	3/22/2024
CORE:500	CORE:500: Introduction to Corrosion Science and Engineering	Added	bimin	3/22/2024
CORE:505	CORE:505: Corrosion Prevention	Added	bimin	3/22/2024
CORE:665	CORE:665: Corrosion Protection by Coatings	Added	bimin	3/22/2024
ELEN:362	ELEN:362: Electronic Design	Added	veillet	3/22/2024
ELEN:370	ELEN:370: Control Systems I	Added	veillet	3/22/2024

Faculty Senate Chair (10)				
Code	Title	Status	Initiator	Received
ELEN:376	ELEN:376: Electronics and Controls Lab	Added	veillet	3/22/2024
ELEN:380	ELEN:380: Energy Conversion	Added	veillet	3/22/2024
ELEN:382	ELEN:382: Energy Conversion Lab	Added	veillet	3/22/2024
STAT:250	STAT:250: Statistics for Everyday Life	Edited	mmf	3/22/2024

APPENDIX F

Proposed Common Questions for Student Evaluation of Teaching at UA: Rationale

In Fall 2023, UA's Faculty Senate constituted an ad-hoc committee to create processes and forms for student evaluation of teaching, per University Rule [3359-20-06](#). The ad-hoc committee was charged with developing common questions for campus-wide teaching evaluations. Units may use additional questions as appropriate to level and/or discipline.

Members of the ad-hoc committee: Chair, Julie Cajigas; Steve Ash, USG President Alia Baig, Janet Bean, Sasa Dordevic Marc Haas, Kerry Loehmeier, William Schneider IV, William Thelin, GSG President. Administrative representative: Gwenyth Price.

The ad-hoc committee was guided by the following principles:

1. The primary purpose of student evaluation of teaching is to provide faculty with information they can use to improve their teaching. Teaching evaluation for institutional purposes should use student evaluations in conjunction with other measures of teaching effectiveness ([TEval: Multidimensional Evaluation of Teaching](#)).
2. Questions should be designed to reduce bias and ensure students can answer accurately. Rather than asking students to assess the effectiveness of instruction, SETs should ask students to provide feedback about specific teaching practices and learning experiences ([ACUE: Student Evaluations of Teaching Best Practices](#)).
3. Questions should align with evidence-based teaching practices such as effective course design, productive learning environment, active learning, promotion of higher order thinking, and feedback that promotes student learning ([ACUE: Effective Teaching Framework for Higher Education](#)).

The committee's process included a review of the literature on best practices and existing instruments from other universities and campus units. The questions were developed with input from the USG Academic Policy and Student Success Committee and the Faculty Senate Executive Committee.

The ad-hoc committee came to consensus on the draft of common questions that appears below.

Proposed Common Questions for Student Evaluation of Teaching at UA**Self-Reflective Question**

1. I put in the effort to make this course a positive learning experience.

Quantitative Questions with Drop-Down Comment Boxes

2. I understood what was expected of me in this course.
3. The teaching practices used in this course (lectures, class activities, groupwork, readings, assignments, etc.) supported my learning.
4. I received feedback on my performance.
5. My instructor encouraged me to think critically about the subject.
6. My instructor created an environment that supported my learning.
7. Overall, I am satisfied with the learning opportunities provided by this course.

Open-Ended Questions with Visible Comment Box

8. What aspects of the course were most helpful to your learning?
9. What aspects of this course would you change to improve your learning?
10. Is there anything else you would like to share about your learning in this class?

NOTES

- Questions 1-7 will be scored using a 1-5 Likert scale.
- The self-reflective question will not be included in summative scores.

APPENDIX G

3359-60-06 Graduate student classification.

Applicants for graduate admission will be classified in one of the following categories. Any change in admission status must be made by the graduate school.

- (A) "Full admission" may be given to any applicant who desires to pursue a graduate degree and has a ~~US equivalent four-year~~ baccalaureate degree from an accredited college or university with an overall grade-point average of ~~2.75~~2.50 or better, or 3.00 for the last two years (sixty-four semester credits or equivalent), or holds an advanced degree from an accredited college or university in or appropriate to the intended field; or holds a baccalaureate or master's degree from a foreign college or university with first-class standing or its equivalent, plus satisfactory evidence of competence in English. ~~Full admission may also be granted to applicants to the college of business who meet the college's admission requirements.~~
- ~~(B) Provisional admission may be granted to a person who has not met all of the requirements for full admission. This admission status permits a student to take up to fifteen semester credits of graduate coursework. Graduate courses taken under this admission status may be applied to a graduate degree program, but only when all requirements for full admission have been met.~~
- ~~(C) Deferred admission may be granted if the applicant's record does not meet provisional admission standards. After completion of a postbaccalaureate program of study with an appropriate GPA, as prescribed by the department (usually two to five courses), the student may be reconsidered for provisional admission to the graduate school. No graduate level coursework can be taken by a student under the deferred admission status.~~
- (~~B~~) "Special workshop" status is for a person permitted to take workshops for graduate credit without being admitted to graduate school. Such permission is granted by the workshop director upon receipt of a signed statement of possession of a baccalaureate degree by the applicant, and terminates upon completion of this workshop. A student admitted to special workshop status must apply through regular channels for any other category. ~~A maximum of six workshop credits may be applied to degree work at a later date if the applicant is given full admission to the graduate school.~~
- (~~C~~) "Transient" status may be given to a person who is a regularly enrolled graduate student in good standing in a degree program at another accredited university and has written permission to enroll at ~~the~~ the University of Akron. Such permission is valid only for the courses and semester specified, with a maximum of ten semester credits allowable, and is subject to the approval of the instructor, department head and graduate school. A transient student is subject to the same rules and regulations as a regularly enrolled student of the university.
- (~~D~~) Undergraduate students.
- (1) "Undergraduate" status is for ~~an~~ undergraduate students at the university who may be granted permission to take one or more graduate-level courses if all the following conditions are met:
- Senior standing.
 - Overall grade-point average of ~~2.75~~2.50 or better through preceding term (if a student does not have a 3.00 or better in the major field, special justification will be required).
 - Written approval is given by the instructor of the course, ~~and~~ the student's adviser, and the graduate school.
- (2) These courses may later be applied to a degree program if not used to satisfy baccalaureate degree requirements. The maximum number of graduate credits that may be taken by an undergraduate and applied later toward a graduate degree is twelve.
- ~~(G) "Postdoctoral" status is divided into three categories:~~

- (1) ~~A "fellow" is a person holding an earned doctorate who is engaged in advanced research. A fellow shall be considered a guest of the university and provided space and use of facilities within limits of practical need of the undergraduate and graduate programs. Tuition and fees shall be collected if allowed under sponsoring contract for any courses the fellow may choose to take.~~
- (2) ~~A "special" is a person holding an earned doctorate who desires an additional graduate degree. A special may be admitted to any program upon submission of application forms, application fee (if new student) and an official transcript from the institution awarding the doctorate. This student will be treated as a regular student subject to registration fees and program degree requirements.~~
- (3) ~~A "guest" is a person holding an earned doctorate who desires to attend courses and seminars relevant to individual work or interests without registering or receiving grades. A written application should be submitted to the dean of graduate studies and research for each course taken, and approval of the instructor, department head and college dean shall be obtained. A guest is welcome to any course or seminar provided space is available. Normally, space and facilities for research cannot be provided for a postdoctoral guest but special requests will be considered. Requests should be submitted, in writing, to the dean of graduate studies and research who will review such requests with the appropriate college dean and department head.~~

Effective: 05/03/2021

Certification:

M. Celeste Cook
Secretary
Board of Trustees

Promulgated Under: 111.15

Statutory Authority: 3359

Rule Amplifies: 3359

Prior Effective Dates: 11/04/1977, 08/30/1979, 01/30/1981, 12/31/1986,
05/22/1991, 01/31/2015

APPENDIX H

3359-60-06.1 Graduate student admissions requirements.

- (A) Student responsibility. A student assumes full responsibility for knowing the regulations and pertinent procedures of the graduate school. ~~Normally~~Generally, the degree requirements in effect at the time a student is admitted to a program will apply through graduation. However, if existing programs are revised, the student has the option of pursuing the revised program as long as if all requirements in the revised program are met. ~~Additional~~information pertaining to individual programs can be obtained from the appropriate ~~department head~~academic program.
- (B) Admission application process.
- (1) Every person who desires to enroll in or audit any graduate credit course must be first admitted to a degree or certificate program ~~or~~ approved by the graduate school as non-degree for up to nine credits. All applicants must satisfy English proficiency requirements.
 - (2) Domestic applications for admissions to the graduate school should be completed in the admissions portal ~~filed in the graduate school~~ at least six weeks before registration. ~~First-time applications must be accompanied by an application fee as approved by the board of trustees. This fee is not refundable under any circumstances.~~ International applications for admission to the graduate school should be completed in the admissions portal ~~filed in the graduate school~~ at least six months before registration. ~~First-time applications must be accompanied by an application fee as approved by the board of trustees. This fee is not refundable under any circumstances.~~
 - (3) An official transcript from ~~each~~every college or university attended must ~~also~~ be received by the graduate school through the admissions portal before the application will be processed. This applies to the complete academic record, both undergraduate and graduate. ~~Original~~ transcripts should be sent to the admissions portal directly from ~~the domestic~~ institutions attended. Evaluated transcripts should be sent to the admissions portal directly from a NACES-accredited organization ~~from~~ international institutions attended ~~directly to the graduate school~~. The applicant is responsible for ~~seeing that~~meeting the above conditions ~~are met~~ by the deadlines for filing the application completion.
 - (4) All records, including academic records from other institutions, become part of ~~the a student's~~ official permanent file and cannot be returned for any ~~purpose~~reason.
 - (5) An offer of admission may only be made to an applicant who meets all admission requirements. ~~It must be recognized that staff, facilities and other~~ Resources are limited/finite, so the number of students accepted will vary among ~~departments~~programs and from term to term. An accepted applicant may begin graduate work in the fall, spring or summer semester, depending upon visa requirements and individual graduate program policies. The offer of admission is void, however, if the applicant does not register for and attend courses within one year from the semester for which admission was granted. An individual whose offer of admission has lapsed must submit a new application along with the approved re-application fee to be reconsidered.
 - (6) The student is admitted only for the purpose of pursuing a graduate certificate, degree, or coursework ~~or objective~~ stated on the application for admission. A new request for admission must be filed-submitted when the original objective has been attained or when the student wishes to change objectives. ~~The admitted~~Matriculation status terminates when the time limits for registration after admission or degree/certificate completion have been exceeded or other conditions for continued admitted status have not been met.
 - (7) No student will be admitted without approval and acceptance by the academic program and graduate school. ~~by an academic department within the university, but admission to a department does not necessarily imply candidacy for any graduate degree program in that~~

~~department. Admission for graduate study in any program can only be granted by the dean of graduate studies and the staff of that office.~~

~~(8) Non-accredited American school graduates. A student holding a baccalaureate degree from a non-accredited American college or university, if otherwise qualified, is required to complete at least nine semester credits of postbaccalaureate work with a minimum grade-point average of 3.00 before being considered for admission to the graduate school. The accreditation status of the school at the time of the student's graduation shall apply. A student should consult with the academic program in the major field to develop a postbaccalaureate program.~~

(C) Additional admission requirements for international students.

1. An international student is required to submit to the international center the declaration and certification of finances, an original statement from the bank showing availability of sufficient funds to cover the cost of the first year of study, and a copy of an unexpired passport. The international center will prepare the certificate of eligibility (I-20A/B or DS-2019) upon receipt of adequate financial support, copy of the passport, and admission to the university.

2. International applicants, United States citizens, and permanent residents whose native language is not English must submit evidence that they have a sufficient level of English language proficiency to undertake graduate studies at the university of Akron. Applicants to graduate programs can demonstrate their English proficiency for admission in one of the following ways:

(a) A minimum score of five hundred fifty on the paper-based TOEFL, two hundred thirteen on the computer-based TOEFL, or seventy-nine or higher on the internet-based TOEFL. (The following department requires a higher standard of proficiency: English requires a TOEFL of 580/237/92); or a minimum score of 6.5 on the IELTS, which is managed by the British council. Scores more than two years old will not be accepted; or

(b) Successful completion of a full course of study at the “English Language Institute” (ELI) at the university of Akron and test out at the advanced level. ELI is an intensive (18 hours a week) program in English for academic purposes. The ELI courses are offered every semester according to the university’s academic calendar; or

(c) Successful completion of twenty-four credit hours of upper-level undergraduate or eighteen credit hours of graduate coursework at an accredited United States university or college in which English is the primary language of instruction. Successful completion is defined as maintaining a 3.00 cumulative grade point average in full-time, continuous studies. Applicants must submit original transcripts of their coursework; or

(d) Successful completion of an undergraduate or graduate program at a university outside the United States in which English is the language of administration and instruction. English must be used for all administrative functions and for all areas of instruction (except foreign language courses) including course lectures, materials, discussions, readings, and writing assignments. Applicants must submit an original

official document from the undergraduate or graduate institution certifying that all the administrative functions and instruction are conducted in English. The document must be signed by an officer of the institution and carry an official seal.

The dean of the graduate school at the university of Akron will review the submitted documentation and inform the applicant if English language proficiency requirement has been satisfied. The decision will be final.

(D) Admission classifications.

Applicants for graduate admission will be classified in one of the following categories. Any change in admission status must be made by the graduate school.

(1) "Full admission" may be given to any applicant who desires to pursue a graduate degree and has a baccalaureate degree from an accredited college or university with an overall grade-point average of 2.50 or better, or 3.00 for the last two years (sixty-four semester credits or equivalent), or holds an advanced degree from an accredited college or university in or appropriate to the intended field; or holds a baccalaureate or master's degree from a foreign college or university that satisfies US equivalency of degree and grades, plus satisfactory evidence of competence in English.

(2) "Special workshop" status is for a person permitted to take workshops for graduate credit without being admitted to graduate school. Such permission is granted by the workshop director upon receipt of a signed statement of possession of a baccalaureate degree by the applicant, and terminates upon completion of this workshop. A student admitted to special workshop status must apply through regular channels for any other category.

(3) "Transient" status may be given to a person who is a regularly enrolled graduate student in good standing in a degree program at another accredited university and has written permission to enroll at the university of Akron. Such permission is valid only for the courses and semester specified, with a maximum of ten semester credits allowable, and is subject to the approval of the instructor, department head and graduate school. A transient student is subject to the same rules and regulations as a regularly enrolled student of the university.

(4) Undergraduate students.

(a) "Undergraduate" status is for undergraduate students at the university who may be granted permission to take one or more graduate-level courses if all the following conditions are met:

(1) Senior standing.

(2) Overall grade-point average of 2.50 or better through preceding term (if a student does not have a 3.00 or better in the major field, special justification will be required).

(3) Written approval is given by the instructor of the course, the student's adviser, and the graduate school.

(b) These courses may later be applied to a degree program if not used to satisfy baccalaureate degree requirements. The maximum number of graduate credits that may be taken by an undergraduate and applied later toward a graduate degree is twelve.

(5) Accelerated degree pathway (double counting in combined bachelor's/master's degrees).

(a) "Accelerated Degree Pathway" status is for exceptionally well-prepared undergraduate students. With the permission of their academic program and the graduate school these students may take up to nine hours of graduate coursework that are eligible to count towards the completion of both a bachelor's and a master's degree.

(b) Students must have a minimum cumulative grade-point average of a 3.30 at the time of application to the accelerated degree pathway in their junior year. All double-counted coursework is completed in the senior year with the student remaining in good academic standing.

(c) During their senior year, students must apply to and gain full admission to the graduate school by meeting all admission requirements. No more than six hours of 'C' grades may be used toward the graduate degree.

Replaces: 3359-60-06.1

Effective: 01/31/2015

Certification: _____
[M. Celeste Cook](#)~~Fed A. Malle~~
Secretary
Board of Trustees

Promulgated Under: 111.15

Statutory Authority: 3359

Rule Amplifies: 3359

Prior Effective Dates: Prior to 11/04/77, 08/30/79, 01/30/81, 12/31/86,
05/22/91, 11/24/01, 10/22/10, [01/31/2015](#)

APPENDIX I

https://uazips.sharepoint.com/:w:/t/FacultySenate34/EdWukbYyeO1As8rqIHlyvv0Bmvdw3TLXTGk_ip7zncAbvw?e=eUXFn4

3359-60-06.2

~~(A) International students:~~

- ~~(1) An international student is normally admitted only in the fall, and all credentials should be received by the graduate school by the first of April.~~
- ~~(2) An international student must should access submit an admissiona application as described in the the online graduate application through the graduate school website and submit the required application fee. An official transcript and degree from all institutions and universities attended must be submitted. Original records in languages other than English must be accompanied by exact English translations and certified by the school, U.S. consulate, or other legal certifying authority.~~
- ~~(3) An international student should is required to submit to the graduate school the declaration and certification of finances, an original statement from the bank showing availability of sufficient funds to cover the cost of the first year of study, and a copy of the an unexpired passport. The graduate school will prepare the certificate of eligibility (I-20A/B or DS-2019) upon receipt of adequate financial support, copy of the passport, and admission to the university.~~
- ~~(4) International applicants, United States citizens, and permanent residents whose native language is not English must submit evidence that they have a sufficient level of English language proficiency to undertake graduate studies at the university of Akron. After submitting acceptable academic credentials and proof of English language proficiency, applicants who are fully admitted may enroll in graduate course work and be eligible for university of Akron funded assistantships, fellowships, or scholarships. Prospective teaching assistants must achieve a passing score on the UADEPT (the "University of Akron Developed English Proficiency Test"), or a twenty-three or greater on the speaking component of the internet-based TOEFL (the "Test of English as a Foreign Language").~~
- ~~(5) Applicants to graduate programs can demonstrate their English proficiency in one of the following ways:

 - ~~(a) A minimum score of five hundred fifty on the paper-based TOEFL, two hundred thirteen on the computer-based TOEFL, or seventy-nine or higher on the internet-based TOEFL. (The following departments require a higher standard of proficiency: English and history require a TOEFL of 580/237/92; and biomedical engineering requires a TOEFL of 590/243/96.) Scores more than two years old will not be accepted; or~~
 - ~~(b) A minimum score of 6.5 on the IELTS (the "International English~~
 - ~~(c)~~~~

3359-60-06.2

2

Language Testing System"); which is managed by the British council. Scores more than two years old will not be accepted; or

(d) Successful completion of a full course of study in the advanced level of ELI (the "English Language Institute") at the university of Akron. ELI is an intensive (twenty hours a week) program in English for academic purposes. The advanced level course of study is offered every fall, spring, and summer according to the university's academic calendar; or

(e) Successful completion of twenty-four credit hours of upper-level undergraduate or eighteen credit hours of graduate coursework at an accredited United States university or college in which English is the primary language of instruction. Successful completion is defined as maintaining a 3.0 cumulative grade point average in full-time, continuous studies. Applicants must submit original transcripts of their coursework; or

(f) Successful completion of an undergraduate or graduate program at a university outside the United States in which English is the language of administration and instruction. English must be used for all administrative functions and for all areas of instruction (with the exception of foreign language courses) including course-lectures, materials, discussions, readings, and writing assignments. Applicants must submit an original official document from the undergraduate or graduate institution certifying that all of the administrative functions and instruction are conducted in English. The document must be signed by an officer of the institution and carry an official seal. The dean of the graduate school at the university of Akron will review the submitted documentation and inform the applicant if he or she has satisfied the English language-proficiency requirement has been satisfied. The decision will be final.

(B) Non-accredited American school graduates. A student holding a baccalaureate degree from a non-accredited American college or university, if otherwise qualified, is required to complete at least ten semester credits of postbaccalaureate work at the 3.00 level before being considered for admission to the graduate school. The accreditation status of the school at the time of the student's graduation shall apply. A student should consult with the department head in the major field to develop a postbaccalaureate program.

(A) Grades.

(1)

(1) A student admitted to graduate study under any status at the university of Akron.
(2)(2).

3359-60-06.2

2

is expected to maintain a minimum grade-point average (GPA) of 3.00 average (4.00 = "A") at all times. A grade-point average GPA of 3.00 or better is required for graduation. Any student whose average falls below 3.00 is no longer in good standing in the graduate school and considered to be on probation. No more than six semester credits of "C" (C+, C, C-) grades may be counted toward the a graduate degree. In computing cumulative averages, "D" grades are treated as "F" grades. The dean of the graduate studies and research school, with the approval of the department head, may dismiss anyone who fails to make satisfactory graduate program progress toward declared goals or who accumulates six semester credits of "C+" (C+, C, C-) or below. The accumulation of six semester credits of "F" will result in mandatory dismissal. A student dismissed from the graduate school for academic reasons may not be readmitted for one calendar year, and then only if evidence for expecting a strong justification for improved academic performance is submitted and found acceptable.

(3)(1) Official academic records are maintained with a grade-point system as follows:

Grade	Quality Points
"A"	4.0
"A-"	3.7
"B+"	3.3
"B"	3.0
"B-"	2.7
"C+"	2.3
"C"	2.0
"C-"	1.7
"D+"	0.0
"D"	0.0
"D-"	0.0
"F"	0.0

(4) The following grades may also appear on the term grade reports or on the official academic record. There are nNo grade points are are associated with these.

(5)(2)

3359-60-06.2

2

grades.

- (a) "I" - Incomplete: Indicates that the student has ~~done passing work performed satisfactorily in the a course~~ but ~~that~~ some part of the work is, for ~~good and acceptable~~ justifiable reason, not complete at the end of the term. Failure to ~~make up the omitted work~~ satisfactorily complete and submit the missing work by the end of the following term, not including summer sessions, converts the "I" to an "F". When the work is satisfactorily completed within the allotted time, the "I" is converted to ~~whatever the~~ grade the student has earned. (Note: If ~~an~~ instructors ~~wishes~~ wishes to extend the "I" grade beyond the following term for which the student is registered, prior to the end of the term they must notify the office of the registrar in writing of the extension and indicate the date of ~~its the~~ new extension termination.) It is the student's responsibility ~~of the student~~ to make arrangements to make up the incomplete work. The faculty member should submit the new grade to the office of the registrar in writing.)
- (b) "IP" - In progress: Indicates that the student has not completed the scheduled coursework during the term because the nature of the course does not permit completion within a single term, such as work toward a thesis.
- (c) "PI" - Permanent incomplete: Indicates that the student's instructor and the instructor's dean have, for a specific ~~eeial~~ reason, authorized the change of an incomplete ("I") to a permanent incomplete ("PI").
- (d) "WD" - Withdraw: Indicates that the student registered for the course but withdrew officially sometime after the second week of the term.
- (e) "NGR" - No grade reported: Indicates that, at the time grades were processed for the present issue of the record, no grade had been reported by the instructor.
- (f) ~~"CR/NC" – Credit/Noncredit: Credit: Indicates a student has shown graduate-level competence by satisfactorily pursuing a graduate course under the credit/noncredit registration option. Noncredit: Indicates graduate-level competence was not shown while pursuing a graduate course under the credit/noncredit option. "INV" – Invalid: Indicates the grade reported by the instructor for the course was improperly noted and thus unacceptable for proper processing.~~

(6) Any student whose grade-point average falls below 3.00 is no longer in good standing in the graduate school and will be placed on probation. In

3359-60-06.2

2

consultation with the college or department, as appropriate, the dean of the graduate school will dismiss full-time students who do not return to good academic standing within two consecutive semesters (excluding summers) and part-time students who do not return to good academic standing within

| ~~(D)~~

3359-60-06.2

2

~~the attempting of~~ fifteen additional attempted credits.

~~(8) For the purpose of administration of the full-time and part-time provisions, refer to university rule 3359-60-06.4. of this policy, full-time and part-time status are determined by the semester in which the student goes on probation. Full-time enrollment constitutes nine or more graduate hours; part-time is less than nine graduate hours in the academic year and six credits in the summer if enrolled. Furthermore, "full-time enrollment" shall be defined as one or more graduate hours for students satisfying one of the following conditions:~~

~~(9)~~

~~(10) Doctoral students in their final semester of study having completed all degree requirements except dissertation;~~

~~(11)~~

~~(12) International graduate students participating in curricular practical training (CPT) and/or academic training (AT) opportunities of thirty or more hours per week with approval from the international center; or,~~

~~(13)~~

~~(14)(14) Doctoral students in accreditation-mandated internships of thirty or more hours per week with approval from the academic program.~~

~~(15)(15)~~

~~(16) Doctoral students who have completed all course credit requirements and research credit requirements and who are only working toward completion of the research project.~~

~~(17)~~

The dean of the graduate school, with the approval of the relevant department head may also dismiss anyone who fails to make satisfactory program progress ~~toward declared goals~~ or who accumulates six semester credits of "C+" ~~(C+, C, C-)~~ or below. The accumulation of six semester credits of "F" will result in mandatory dismissal.

A student dismissed from the graduate school for academic reasons may not be readmitted for one calendar year, and then only if evidence for expecting satisfactory performance is submitted and found acceptable.

~~(B)~~ (B) Repeating courses. Any graduate course may be repeated once for credit. ~~However, the degree requirements shall be increased by the credit hour value of each course repeated. The credit hour values and grades of both the repeated course will replace those of the original course and the repeated section shall be used in computing the grade-point average. Required courses in which a "D" or "F" was received must be repeated.~~

~~(C)~~ (C) Transfer students. A graduate student matriculated in the graduate school of another college or university who wishes to transfer to the university of Akron to continue graduate education must be in good standing at the other school.

~~(F)~~ (F) Course load. ~~A full load of coursework Full time status at the graduate level is nine to fifteen semester credits including audit during the academic year and 6 credits during the summer if enrolled. For doctoral students who are in their final semester~~

3359-60-06.2

2

~~of study having completed all degree requirements except dissertation, international graduate students participating in curricular practical training (CPT) and/or academic training (AT) opportunities of thirty or more hours per week with approval from the international center, or doctoral students in accreditation-mandated internships of thirty or more hours per week with approval from the academic program, one or more graduate hours constitute full-time enrollment.~~

~~(G)~~

~~(H)(D)~~

Registration. The responsibility for being properly registered lies with the student, who should consult with the assigned adviser in preparing a program of courses and/or research. A schedule of courses, hours, class location and registration procedures is obtainable from the registrar.

~~(I)~~

~~Entrance and qualifying examinations. The use of examinations to determine admissibility to enter a graduate program or eligibility to continue in one is the prerogative of the departments offering the graduate programs. The department has the right to select the examination and minimum acceptable level of performance. Information and procedure may be obtained from the head of the appropriate department.~~

Effective: 04/29/2023

Certification: _____

M. Celeste Cook
Secretary
Board of Trustees

Promulgated Under: 111.15

Statutory Authority: 3359

Rule Amplifies: 3359

Prior Effective Dates: Prior to 11/04/1977, 08/30/1979, 01/30/1981, 12/31/1986, 05/22/1991, 05/09/2014, 02/01/2015, 08/24/2015, 08/26/2018, 04/29/2023

APPENDIX J

3359-60-06.3 Master's degree requirements.

- (A) Admission. ~~An applicant must possess at least a baccalaureate degree from an accredited college or university for admission to a graduate certificate program. When a student is admitted to graduate study, an adviser is appointed by the department head of the major department.~~ A student who is academically qualified in general but deficient in course preparation may be required to ~~make up~~remedy the deficiencies ~~at the postbaccalaureate level~~through ~~undergraduate coursework~~ ~~either simultaneous with or~~ ~~-. This may be recommended~~ prior to beginning graduate work ~~or, in some cases, can be done simultaneously.~~
- (B) ~~Residency requirements~~Enrollment. ~~There are no formal residency requirements for the master's degree.~~ A student may meet the degree requirements of the graduate school and the ~~department program~~ through either full- or part-time study.
- (C) ~~Continuous enrollment requirement.~~ There is ~~n~~No formal ~~graduate school~~continuous enrollment ~~is required~~ment by the graduate school for the master's degree. Individual master's programs, however, may require continuous enrollment. A student should consult with ~~his or her~~their academic ~~department~~program.
- (D) Time limit. All requirements must be completed within six years after beginning graduate-level coursework ~~for the master's degree~~ at the university of Akron or elsewhere. Extension of up to one year may be granted in unusual circumstances by the dean of ~~the graduate school studies and research~~ upon written request by the student and recommendation by the adviser, department head, and college dean.
- (E) Credits.
- (1) A minimum of thirty semester credits of graduate work is required in all master's degree programs, ~~including. This includes~~ thesis ~~research~~ credits ~~if a thesis is required~~. Some ~~departments~~ ~~degree programs~~ require more ~~credits~~ (see ~~departmental~~ ~~program~~ requirements). A minimum of two-thirds of the total graduate credits required ~~in any~~for the master's ~~program~~degree must be completed at the university. ~~A maximum of six workshop credits may be applied to a master's degree. Such~~Workshop credits must be relevant to the degree program, recommended by the student's adviser and approved by the dean of ~~the graduate school studies and research~~.
 - (2) ~~It should be noted that the requirements listed by department elsewhere in this rule refer to the minimum necessary for a degree. It is entirely within the prerogative of the department to assign additional credits of coursework or other requirements in the interest of graduating a fully qualified student.~~
 - (3) No graduate credit may be received ~~for courses taken by examination or~~ for five-hundred-numbered courses previously taken at the four-hundred-number course level as an undergraduate without advance approval from the dean of ~~the graduate studies and research~~school.
- (F) Transfer ~~credits~~.
- (1) Up to one-third of the total graduate credits required may be transferred from an accredited college or university, including the university of Akron. Departments and colleges may set more restrictive limits. All transfer credit must be at the "A" or "B" level in graduate courses. The credits must be relevant to the student's program as determined by the student's academic ~~department~~program and fall within the six-year time limit. A university of Akron student must receive prior approval from ~~his or her~~their academic ~~department~~program for transfer courses taken elsewhere ~~to meet the requirements for the master's degree~~. A block transfer of credit may be ~~requested~~granted if the student holds a prior graduate degree from

- an accredited college or university, including the university of Akron. A block transfer of credit does not ~~not~~ apply to the student's six-year time limit for degree completion.
- (2) A student seeking to transfer credits must have full admission, ~~and be in good standing at the university of Akron. Transfer credit shall not be recorded until a student has completed twelve semester credits at the university of Akron with a grade point average of 3.00 or better.~~
- (GE) Optional department requirements. Each ~~department-degree program~~ may set special requirements ~~with regard to~~ regarding entrance examinations, qualifying examinations, foreign language, required courses and thesis. Details are available from ~~each program. the department head of the major department.~~
- (HG) Graduation.
- (1) To be cleared for graduation, a candidate must have:
- Completed ~~coursework the academic program requirements~~ with a minimum grade-point average of ~~at least~~ 3.00.
 - Filed an online application for graduation with the registrar.
 - ~~Paid all applicable fees. Settled any and all outstanding financial obligations with the university.~~
 - Met any other department and university requirements applicable.
- (2) If a thesis is required, a final online submission, properly prepared, is due in the graduate school at least three weeks prior to commencement. ~~This copy must be signed by the adviser, faculty reader, department head and college dean prior to submission to the dean of graduate school studies and research.~~ A manual entitled "Guidelines for Preparing a Thesis or Dissertation" is available online and ~~all copies of~~ the thesis must conform to these instructions.

Replaces:	3359-60-06.3
Effective:	02/01/2015
Certification:	M. Celeste Cook Fed A. Malle Secretary Board of Trustees
Promulgated Under:	111.15
Statutory Authority:	3359
Rule Amplifies:	3359

Prior Effective Dates:

Prior to 11/04/77, 08/30/79, 01/30/81, 12/31/86,
05/22/91, 07/05/13, [02/01/2015](#)

APPENDIX K

3359-60-06.4 Doctoral degree requirements.

A. General requirements. An applicant must possess at least a baccalaureate degree from an accredited college or university for admission to a doctoral degree program. ~~A master's degree is not a prerequisite for the doctorate; however, the first year of study after the baccalaureate will beis often substantially the same for both the master's and doctoral student in the same subject area.~~ No specific number or sequence of courses constitutes a doctoral program or assures attainment of the degree. A formal degree program generally consists of a combination of courses, seminars, ~~and, and~~ individual study. In and, in some programs, research and a dissertation ~~that are required. to meet the minimum requirements of the graduate school and the doctoral program. and those of the committee for each individual student.~~

B. ~~Admission.~~

1. ~~Usually, a student is not officially considered as a doctoral student candidate until completion of a master's program or its equivalent and approval for further study.~~
2. ~~A minimum grade point average of 3.00 is required for graduation of a candidate for all doctoral degrees.~~

B. ~~Continuous e~~Enrollment requirement.

1. ~~A doctoral student may meet the degree requirements of the graduate school and department by full-time study or a combination of full- and part-time study.~~
2. The graduate school requires that a doctoral student register for a minimum of one graduate credit ~~as approved by his or her adviser~~ during each fall and spring semester from matriculation to graduation. Individual departments may exceed this minimum requirement. A doctoral student should consult with ~~his or her~~their academic ~~department~~program.

~~Residency requirements.~~

3. ~~A doctoral student may meet the degree requirements of the graduate school and department by full time study or a combination of full and part time study.~~
3. ~~The minimum residency requirement for a doctoral candidate in all programs is at least two consecutive semesters of full-time study and involvement in departmental activities. The summer sessions may count as one semester, provided that the candidate is enrolled for a minimum total of six semester credit hours per combined summer terms. Programs~~

~~vary in their requirements beyond the minimum, e.g., credits or courses to be completed, proper time to fulfill the residency requirement and acceptability of part-time employment. "Full-time study" is defined as a minimum of nine to fifteen semester credits during the academic year and a minimum of two credits in the combined summer session. (six credits in the combined summer term is required for , except for graduate teaching and research assistants for whom full-time study is specified by the assistantship agreements. Furthermore, "full-time enrollment" shall be defined as one or more graduate hours for students satisfying one of the following conditions:~~

- a. Doctoral students in their final semester of study having completed all degree requirements except dissertation;
 - b. International graduate students participating in curricular practical training (CPT) and/or academic training (AT) opportunities of thirty or more hours per week with approval from the international center; ~~or~~
 - c. Doctoral students in accreditation-mandated internships of thirty or more hours per week with approval from the academic program; ~~or-~~
 - d. Doctoral students who have completed all course credit requirements and research credit requirements and who are only working toward completion of the research project.
5. ~~Before a doctoral student begins residency, the student's adviser and the student shall prepare a statement indicating the manner in which way the residency requirement will be met. Any special conditions must be detailed and will require the approval of the student's committee, the departmental faculty members approved to direct doctoral dissertations, the collegiate dean and the dean of graduate studies and research.~~
- C. Time limit. All doctoral requirements must be completed within ten years of starting doctoral coursework at the university of Akron or elsewhere. ~~This refers to (i.e. graduate work after receipt of a master's degree or the completion of thirty semester credits).~~ Extension of up to one year may be granted in unusual circumstances by the dean of the graduate studies and research school upon written request by the student and recommendation by the adviser, department head, and college dean.
- D. Credits.
1. A doctorate is conferred in recognition, of high attainment and productive scholarship in some a specialized field of learning as evidenced by the satisfactory completion of a prescribed program of study. ~~This may include and~~ research; the preparation of a dissertation based on independent research; and the successful passing of examinations covering the special-specific field of study. ~~and the general field of which this subject is a part. Consequently, the emphasis is on mastery of the subject rather than a set number of credits. Doctoral programs generally encompass the equivalent of at least three years of full-time study at the graduate level. Consistent with ODHE policy, doctoral degrees generally require the successful completion of at least 90 semester credit hours of work beyond the bachelor's degree or at least 60 semester credit hours beyond the master's degree. A minimum of fifty per cent of the total graduate credits above the baccalaureate required for the doctoral degree in each student's doctoral program must be completed at~~

the university of Akron. ~~A maximum of six workshop credits may be applied to a doctoral degree. Workshop~~ Such credits must be relevant to the degree program, recommended by the student's adviser and approved by the dean of ~~the graduate school studies and research.~~

2. No graduate credit may be received for ~~courses taken by examination or for~~ five-hundred-numbered courses previously taken at the four-hundred number course level as an undergraduate without advance approval from the dean of ~~the graduate school studies and research.~~

E. Transfer credits.

1. Up to fifty per cent of the total graduate credits ~~above the baccalaureate~~ required in a doctoral program may be transferred from an accredited college or university, including the university of Akron. All transfer credit must be at the "A" or "B" level in graduate courses. The courses must be relevant to the student's ~~academic~~ program as determined by the student's academic department and fall within the ten-year limit. ~~if beyond the master's level. A student already admitted to the~~ university of Akron ~~student~~ must receive prior approval from his or her academic ~~department program~~ for transfer courses taken elsewhere ~~to meet the requirements for the doctoral degree.~~
2. A student admitted with a master's degree or equivalent will have work evaluated in relation to the student's program to determine transfer credit. ~~Up to thirty~~ semester credits are transferable from a master's degree. A block transfer of credit does not apply toward the student's ten-year time limit for degree completion.
3. A student seeking to transfer credits must have full admission. ~~and be in good standing at the university. Transfer credits shall not be recorded until a student has completed twelve semester credits at the university of Akron with a grade point average of 3.00 or better.~~

F. Language requirements. There is no university-wide foreign language requirement for the ~~Ph.D~~ doctoral degree. The student is required to demonstrate ~~one of the following~~ skills ~~depending upon the required by their degree particular~~ program.

1. ~~Plan A: Reading knowledge, with the aid of a dictionary, of two approved foreign languages. At the discretion of the major department an average of "B" in the second year of a college-level course in a language will be accepted as evidence of proficiency in reading knowledge for that language. English may be considered as one of the approved foreign languages for a student whose first language is not English; and demonstrated competence in a research technique (e.g., statistics and/or computers) may be substituted for one of the two foreign languages.~~

2. ~~Plan B: Comprehensive knowledge of one approved foreign language, including reading without the aid of a dictionary and such additional requirements as the department may impose.~~
3. ~~Plan C: In certain doctoral programs the demonstration of competence in appropriate research skills may serve as a substitute for the foreign language requirements.~~
4. ~~Plan D: In certain doctoral programs there is no foreign language requirement.~~

G. Optional department requirements. Each department may determine requirements for a doctoral student ~~with regard to~~regarding entrance examinations, qualifying examinations, preliminary or comprehensive examinations and course sequences.

H. Dissertation and oral defense, if required.

1. The ability to do independent research and demonstrate competence in scholarly exposition must be demonstrated by the preparation of a dissertation on some topic related to the major subject. It should represent a significant contribution to knowledge, be presented in a scholarly manner, reveal the candidate's ability to do independent research and indicate experience in research techniques.

2. A doctoral dissertation committee supervises and approves the dissertation and administers an oral examination based upon the dissertation and related areas of study. ~~This examination is open to the graduate faculty.~~ The dissertation and oral examination must be approved by the committee before the dissertation is submitted to the graduate school. A final online submission of the dissertation is due in the graduate school at least three weeks prior to commencement. ~~This copy must be signed by the adviser, faculty reader, department head and college dean prior to submission to the dean of graduate studies and research.~~ A manual titled "Guidelines for Preparing a Thesis or Dissertation" is available online and ~~all copies of~~ the dissertation must conform to these instructions.

I. Graduation. To be cleared for graduation, a candidate must have:

1. Completed the academic program requirements with a minimum grade-point average of ~~at least~~ 3.00.
2. Submitted an approved dissertation and passed an oral examination, if required.
3. Filed an online application for graduation with the registrar.
4. ~~Paid all applicable tuition and fees~~ Settled any and all outstanding financial obligations with the university.
5. Met any other applicable department and university requirements.

Effective: 04/29/2023

Certification:

M. Celeste Cook Secretary
Board of Trustees

Promulgated Under: 111.15

Statutory Authority: 3359

Rule Amplifies: 3359

Prior Effective Dates: Prior to 11/04/1977, 08/30/1979, 01/30/1981,
12/31/1986, 05/22/1991, 12/13/2003, 07/05/2013,
02/01/2015, 08/26/2018, 04/29/2023

APPENDIX L

3359-60-06.7 Graduate certificate program requirements.

- (A) Admission. ~~An applicant student interested in pursuing a graduate certificate program~~ must possess at least a baccalaureate degree ~~from an accredited college or university~~ for admission to a graduate certificate program. Some certificate programs may require that a student already be enrolled in a specific graduate degree program. Students should consult with the academic ~~department~~program.
- (B) ~~Residency requirements~~Continuous enrollment. ~~There are no formal residency continuous enrollment requirements for graduate certificate programs.~~ A student may meet the program requirements of the graduate school and the department through either full- or part-time study.
- (C) Time limit. All requirements must be completed within three years after beginning ~~graduate-level coursework~~the certificate program at the university of Akron or elsewhere unless concurrently pursuing a master's or doctoral degree, in which. ~~When this is the case the graduate degree program time limits apply for certificate completion of the certificate requirements.~~ Extension of up to one year may be granted in unusual circumstances by the dean of the graduate studies school and research upon written request by the student and recommendation by the adviser, department head, and college dean.
- (D) Credits.
- (1) The number of credits required to earn a graduate certificate varies by certificate program. A minimum of two-thirds of the total number of graduate credits required in any certificate program must be completed at the university of Akron. ~~Unless otherwise specified~~Generally, no substitute courses will be permitted to meet certificate ~~program~~ requirements unless otherwise specified by the certificate program.
 - (2) No graduate credit may be received ~~for courses taken by examination or~~ for five-hundred-numbered courses previously taken at the four-hundred-number course level as an undergraduate without advance approval from the dean of the graduate school studies.
- (E) Transfer credits.
- (1) Up to one-third of the total graduate credits required for the certificate may be transferred from an accredited college or university, including the university of Akron. ~~However, the total number of transfer credits that may be transferred toward the certificate may not exceed the total allowable transfer credits for a concurrent graduate degree program.~~ All graduate course transfer credit must be at the "A" or "B" level ~~in graduate courses~~. The credits must be relevant to the student's program. A ~~university of Akron~~ student must receive prior approval from ~~his or her~~their academic department program for applicability of transfer courses ~~to the certificate taken elsewhere~~.
 - (2) A student seeking to transfer credits must have full admission, ~~and be in good standing at the university of Akron. Transfer credit shall not be recorded until a student has completed nine semester credits at the university of Akron with a grade point average of 3.00 or better. This applies to students who are not concurrently enrolled in a graduate degree program. Twelve semester credits must be completed at the university of Akron with a grade point average of 3.00 or better for those students concurrently pursuing a graduate degree.~~
 - (3) ~~Individual course credit transfer of credit must fall within the three-year time limit for those students pursuing only a graduate certificate. The six year time limit applies to those students concurrently pursuing a master's degree, and the ten year time limit applies to those students concurrently pursuing a doctoral degree. No block transfer of credit is permitted for students pursuing only a graduate certificate.~~
- (F) Award of graduate certificate.
- (1) To be cleared for award of graduate certificate, a candidate must have:
 - (a) Completed coursework with a minimum grade-point average of at least 3.00.

- (b) Filed an application for graduation with the registrar.
- (c) ~~Paid all applicable tuition and fees~~ Settled any and all outstanding financial obligations with the university.
- (d) Met any other applicable department and university requirements ~~applicable~~.
- (2) Students ~~enrolled in completing~~ a certificate program without concurrent ~~enrollment~~ incompletion of a graduate degree program will not be permitted to participate in the commencement ceremony.

Replaces: 3359-60-06.7

Effective: 02/01/2015

Certification:

~~Fed A. Malle~~
M. Celeste Cook
 Secretary
 Board of Trustees

Promulgated Under: 111.15

Statutory Authority: 3359

Rule Amplifies: 3359

Prior Effective Dates: 07/05/13, 02/01/2015