

# COUNCIL ON ACADEMIC AFFAIRS

## Faculty Club Meeting Rooms A, B, C

November 4, 2009

3:00 PM – 5:00 PM

### MINUTES

#### ATTENDANCE

##### Faculty:

- ✓ Dr. Leslie Alexander (History)
- ✓ Dr. Lawrence A. Baum (Political Science)
- Dr. Neelima M. Bendapudi (Marketing and Logistics)
- ✓ Dr. Marilyn J. Blackwell (Germanic Languages and Literatures)
- ✓ Dr. James W. Cogdell (Mathematics)
- ✓ Dr. Jay S. Hobgood (Geography)
- ✓ Dr. Daniel A. Mendelsohn (Mechanical Engineering)
- ✓ Dr. Robert J. Ward (Music)
- ✓ Dr. John W. Wilkins (Physics)
- ✓ Dr. Kay N. Wolf (Allied Medical Professions)

##### Students:

- Ms. Sarah K. Douglas (CGS, History)
- Ms. Olga A. Isenberg (CGS, Business)
- Mr. Benjamin T. Reinke (USG, Physics)
- Ms. Meghan Offenberger (IPC, Pharmacy)
- ✓ Mr. John D. Tannous (UGS, Political Science)

##### Administrators:

- ✓ Dr. W. Randy Smith, (Academic Affairs), Vice Chair

##### Guests:

- Dr. Alexis C. Collier (Associate Provost)
- Dr. Peter Curtis (Chair, Evolution, Ecology and Organismal Biology)
- Dr. Susan Fisher (Chair, Entomology)
- Dr. Kate Hallihan (Director, ASC Curriculum and Assessment Office)
- Mr. Jay Johnson (Assistant Provost)
- Dr. Linda Martin (Associate Dean and Director of Academic Affairs, College of Food, Agricultural, and Environmental Sciences (FAES))
- Dr. Bobby Moser, Dean, FAES)
- Dr. Steve Neal (Associate Director, Agricultural Technical Institute)
- Dr. Jill Pfister (Assistant Dean, FAES)
- Dr. Matt Platz (Interim Dean, Colleges of Biological Sciences/Mathematical and Physical Sciences)
- Ms. Sarah Tokar-Lang (Academic Planning Specialist, College of Education and Human Ecology)
- Dr. John Wanzer (Senior Assistant Vice Provost, Enrollment Services and Undergraduate Education)

The Council came to order at 3:11 PM

### **APPROVAL OF THE MINUTES OF THE MEETINGS OF OCTOBER 21, 2009**

Ward moved approval of the Minutes of the October 21, 2009 meeting; the motion was seconded by Blackwell and approved unanimously.

### **COMMENTS FROM THE CHAIR—PROFESSOR JAY S. HOBGOOD**

- Hobgood recognized Council's newest member, Dr. Leslie Alexander, Department of History.
- The primary item of discussion at the University Senate's Faculty Cabinet October 28, 2009 meeting was the proposal to restructure the Colleges of the Arts and Sciences. Professor Tim Gerber, Chair, Faculty Council, provided history and Professor James Rathman, Chair, Senate Steering Committee, and chair of the ad hoc committee reviewing the proposal, discussed the committee and the overall process.

### **COMMENTS FROM THE VICE CHAIR — PROFESSOR W. RANDY SMITH**

- At its October 28, 2009 meeting, the Board of Trustees approved three new degree programs that had come before the Council on Academic Affairs: a Specialized Master's in Business Degree Program; a Master of Arts Degree Program in Latin American Studies; and an Educational Specialist (ED.S.) Degree Program. These will now go to the Ohio Board of Regents for the final level of approval and should be ready for implementation within the next six months.

The ad hoc committee reviewing the proposal to restructure the Arts and Sciences held its initial meeting and Smith, along with committee member Jim Cogdell, reported that the committee has discussed the type of information they need, who they would like to meet with, and how often they will meet (weekly or bi-weekly). Smith noted that this group will not only check all steps throughout the process, but can also shape the proposal.

- Work continues on plans for semester conversion; in particular, development has begun on templates for course and program submission (e.g., what is the minimal amount of information needed). The Council on Academic Affairs will be charged with endorsing and shaping these templates.
- A proposal will be coming relatively soon to the Council on Academic Affairs from the John Glenn School of Public Affairs to establish an undergraduate major program. Discussions have been ongoing for nearly a year.

Currently, as part of a designated five-year period, the Glenn School reports directly to the Office of Academic Affairs. This structure will be reviewed by Council next year.

## **PROPOSALS FROM SUBCOMMITTEE D—PROFESSORS JAY S. HOBGOOD AND W. RANDY SMITH**

- **Revision to the Landscape Contracting and Construction Associate Applied Science Major; Agricultural Technical Institute (ATI); College of Food, Agricultural, and Environmental Sciences (FAES)**

This proposal was tabled at the October 7, 2009 meeting in order to invite representatives from the College of Food, Agriculture, and Environmental Sciences. The proposal seeks to change the name of the Agricultural Technical Institute's (ATI) major/plan to Landscape Horticulture Technologies. In addition, it seeks to create three new specializations.

FAES Assistant Dean Jill Pfister and Associate ATI Director Steve Neal were present to provide additional information: In 2000, the Landscape Contracting and Construction Program consolidated and eliminated the specializations, but since that time has experienced a steady decline in enrollment. They now wish to bring back three of the specializations to give students better preparation for existing jobs.

The following concerns were addressed/clarifications sought:

- Feedback from the College's industry advisory committees, graduates, and employers indicated that specializations go beyond just an overview of Landscape Design and provide the depth and experience needed to prepare them for the types of jobs that they desire and not limiting them to the installation of landscapes.
- Nine new courses will be offered, but no full-time faculty will need to be hired.
- The conventional wisdom at the time of the elimination of the specializations was that it would be the easiest way to decrease credit hours.
- With the specializations, credit hours remain within the approved parameters: 95-110.
- The modernization of the curriculum will be complemented by plans for a new Horticulture Building and the recent gift of an 18-hole golf course – a great benefit to the Turf Grass Management program.

Hobgood moved approval of the proposal, Cogdell seconded, and the motion passed unanimously.

- **Revision to the Food Business Management Major, College of Food, Agricultural, and Environmental Sciences**

Pfister provided an overview of the proposal. Currently, the Food Science and Technology Department offers two majors: a Food Science Major and a Food Business Management Major. The Food Business Management Major, which is part of the BS in Agriculture, needed revisions

due to recent changes in the accounting requirement in the Agribusiness minor and new courses approved in Food Science and Technology.

The following clarifications were sought:

- The number of hours in the required courses has increased by three.
- Courses are not double counted between the major and the minor.

Hobgood moved approval of the proposal, Blackwell seconded, and the motion passed unanimously.

- **Restructuring of the Department of Entomology**

The Chair and Vice Chair of the Council, in consultation with the leadership of the University Senate, decided that a distinctive path for this proposal should be followed. Thus, it is being brought to the full Council for action – no special review committee has assessed it.

It seeks to move the Department of Entomology to the College of Food, Agricultural, and Environmental Sciences (FAES). Currently, faculty are split between the College of Biological Sciences and FAES making it the only department reporting to two different colleges.

The faculty supports the proposal and one outcome is that some faculty members have chosen to remain with the College of Biological Sciences/Mathematical and Physical Sciences, and some with FAES. Hobgood noted that the proposal took a long time to work through and has likely been stressful for the faculty, staff, and students involved.

Among the issues that have led to the proposal are: during the University's review of doctoral programs, the Graduate School suggested that Entomology's doctoral program should be either merged or experience disinvestment; the adoption of a new budget model in 2005, which aligns fiscal resources with the units that generate them, has resulted in resource concerns; and external review teams have also indicated that the current structure needs to be reconsidered.

In August of 2008, Professor Susan Fisher, the Chair, began this process, By March 2009 the process seemed to have stalled and the Office of Academic Affairs then convened a set of meetings that have led to the resolution of a set of issues and a Memorandum of Understanding (MOU) between the two colleges has been signed. The MOU essentially took over as the main document and now the proposal does not reflect the changes and agreements found in the MOU.

Professors Peter Curtis (Chair, Evolution, Ecology and Organismal Biology), Susan Fisher (Chair, Entomology), Linda Martin (Associate Dean and Director of Academic Affairs, FAES), Bobby Moser (Dean, FAES) and Matt Platz (Interim Dean, Colleges of Biological Sciences/ MPS) attended the meeting to provide additional information.

Fisher noted that it became apparent that FAES was interested in investing in Entomology, but that Biological Sciences was not. With the ongoing activity toward the merger of the Arts and

Sciences Colleges - it became clear that it was no longer tenable to remain split between colleges.

The first step to the alteration plan was to return partial appointments to the dean who holds the majority appointment. As a result, an FTE would be equivalent to a person, making it easier to move people around. The second step was to merge the Entomology FTEs remaining in the College of Biological Sciences with EEOB. The remainder of the entomologists will be part of the departmental TIU in FAES.

Curtis noted that the EEOB faculty will increase by 50 percent and the new faculty members have blended seamlessly since a relationship had existed under the old structure. The move strengthens the department's faculty and raises its profile among peer institutions.

The following clarifications were sought:

- There is no mention of the Undergraduate Major or Minor programs. They will continue, but that needs to be specified in the proposal. No changes are anticipated prior to the semester conversion. Advising will take place in Agriculture.
- Before it goes forward, the proposal document needs to be brought in alignment with the MOU.
- Two-thirds of the faculty will stay with Entomology and one-third with Evolution, Ecology and Organismal Biology (EEOB), and two faculty members will have joint appointments.
- The graduate program is currently in CBS, but will move to FAES.
- FAES has a strong undergraduate recruitment network between the college and its departments.
- Graduate students were initially concerned about the merger, but have been assured that students progress will be not affected negatively.
- All faculty members in FAES do academic advising and career development and there is also college-wide support. There are multiple layers to ensure that advising is not disrupted.
- The most contentious issues during the process were the questions of resources.

Although the accompanying MOU is substantively sound, Council was less comfortable with the proposal. It needs to be revised so that the all components are in both the MOU and the proposal before going on the University Senate for action. Smith and Hobgood will work with Fisher to update the proposal and answer additional issues/questions:

- Are undergraduate and graduate students satisfied?
- Impact on GTAs
- Status of undergraduate programs and students
- Additional information on staffing as it relates to advising
- Statements from faculty from both departments, clarification on the endowment

Smith noted, and all agreed, that the current faculty rules/guidelines surrounding the procedure for alteration should be reviewed. They were not necessarily developed for proposals that

emanate from faculty or from the academic unit level. Based on its experience with proposals related to this rule over the past 5 years, the Council should address this issue and propose changes.

Hobgood moved approval contingent upon the proposal be made consistent with the MOU and answering the outstanding questions, as conveyed by Smith. It was seconded by Cogdell and the motion was carried with all in favor.

This proposal now will need action by the University Senate and the Board of Trustees.

- **.Revision to the Women’s Studies Major**

The proposed revisions will increase student choice within the three concentration areas by allowing students to apply up to ten credits of coursework from designated approved-related courses (non-Women’s Studies) to their concentration area. There is no credit increase to the major and the maximum of approved-related courses a student may take to complete the major remains at 10 credits.

There we no major concerns surrounding this proposal.

Hobgood moved approval of the proposal. It was seconded by Blackwell and the motion was carried with all in favor.

## **NEXT MEETING**

A meeting is scheduled for Wednesday, November 18, 2009 in 156 University Hall.

**The meeting adjourned at 4:50 PM.**

Respectfully submitted

W. Randy Smith

Melissa Soave