

COUNCIL ON ACADEMIC AFFAIRS

200 Bricker Hall

December 2, 2009

3:00 PM – 6:00 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, Physcs)
- Ms. Meghan Offenberger (IPC, Pharmacy)
- ✓ Mr. John D. Tannous (UGS, Political Science)

Administrators:

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

Guests:

- Dr. David Andereck (Associate Dean, Biological Sciences/Mathematical and Physical Sciences)
- Mr. Niraj Antani (Undergraduate Student Government)
- Dr. Ann Christy (Faculty Fellow, Academic Affairs)
- Dr. Alexis C. Collier (Associate Provost)
- Dr. Steven Fink (Faculty Fellow, Academic Affairs)
- Dr. Terry L. Gustafson (Associate Executive Dean, Arts and Sciences)
- Mr. Jay Johnson (Assistant Provost)
- Dr. Teresa Johnson (Instructional Consultant, University Center for the Advancement of Teaching)
- Dr. Alan Kalish (Director, University Center for the Advancement of Teaching)
- Mr. Jack Miner (Associate Registrar, Office of the University Registrar)
- Dr. Gene Mumy (Associate Dean, Social and Behavioral Sciences)
- Mr. David L. Roy (Assistant Director, Enrollment Services)
- 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)

Prof. Valarie Williams (Associate Curricular
Dean, Arts and Humanities)

The Council came to order at 3:05 PM

APPROVAL OF THE MINUTES OF THE MEETINGS OF NOVEMBER 4, 2009 AND NOVEMBER 18, 2009

Hobgood moved approval of the Minutes of the November 4, 2009 and November 18, 2009 meetings; the motion was seconded by Blackwell and approved unanimously.

COMMENTS FROM THE CHAIR—PROFESSOR JAY S. HOBGOOD

- The following proposals were approved at the University Senate's November 10, 2009 meeting: The Name Change of the Department of Radiation Medicine to the Department of Radiation Oncology; the Transfer of the Academic Programs in Welding Engineering from the Department of Integrated Systems Engineering to the Department of Materials Science and Engineering; and the Reorganization of the Department of Entomology Between the College of Food, Agricultural, and Environmental Sciences and the Colleges of Biological Sciences/Mathematical and Physical Sciences.
- Hobgood noted that Vice Chair W. Randy Smith was currently at a meeting at the Ohio Board of Regents and will join the Council meeting in progress.

PROPOSAL FROM SUBCOMMITTEE D—PROFESSORS JAY S. HOBGOOD AND W. RANDY SMITH

- **New Graduate Interdisciplinary Specialization in the Analysis of Material Culture, College of the Arts**

The discussion of this proposal was tabled at the November 18, 2009 meeting based on some outstanding concerns.

Hobgood provided the following background: The primary concern that the Graduate School had with this interdisciplinary specialization (prior to giving its approval) was with the content of the core course, Art Education 764, *Investigating Material Culture: Myth, Mystery and Meaning*. Council shared this concern and had the following additional concerns:

- Are there some additional departments that should be contributing to this specialization?
- Are all of the courses listed appropriate?
- How do elective courses such as Chemistry 823 and Physics 655 fit and will students outside of the sciences take them?

- Would it be more appropriate for the specialization to be housed in the Department of Anthropology?

Department of Art Education Chair and Professor Patricia Stuhr attended the meeting to provide additional information. In terms of the rationale for the proposal, she indicated that it is a truly interdisciplinary specialization that focuses on the investigation and methods of investigation of the “stuff” of culture from both the arts and the sciences. She further explained that it is the exploration of the material objects themselves or the materials that form the objects. This approach results in a unique experience for the student allowing them to design their experience based on the disciplines that inform them individually. Further, students are encouraged to take courses outside of their area of study.

Stuhr provided the following clarifications:

- Contributions from additional departments can and may be added at a later time.
- Elective courses such as Chemistry 823 and Physics 655 give students the opportunity to understand the materials that make up objects. Both students from the arts and the sciences have performed well in these courses.
- The work for the core course includes the investigation of a particular object, a final paper, and a presentation.
- This specialization will force students to think outside the box about how they analyze objects and to look at the way something is seen or studied from different points of view.
- The department chair does not have to be a permanent member of the committee that will administer student advising and course coordination for the GIS.
- Although it shares aspects of the discipline of Anthropology, Art Education has a long tradition of Visual Culture study. Also, the College of Biological Sciences / Mathematical and Physical Sciences has given concurrence and Anthropology is a contributing department.

Hobgood moved approval of the proposal. It was seconded by Ward and the motion was carried with 11 in favor and 1 opposed.

PROPOSAL FROM SUBCOMMITTEE A—PROFESSORS LARRY BAUM, AND JOHN WILKINS AND MR. JOHN TANNOUS

- **Computational Science Minor**

Baum provided a brief overview of the proposal. P. Sadayappan, Professor of Computer Science and Engineering attended the meeting to respond to questions.

This is a new minor from the Department of Computer Science and Engineering. The proposal defines computational science as the application of computing, especially high performance computing, to the solution of scientific and technical problems.

This proposal is linked with a 2005 action by the Ohio Board of Regents to create the Ralph Regula School of Computational Science (RRSCS) housed at the Ohio Supercomputer Center. The Center does not offer degrees of its own, but is designed to facilitate the study of computational science at various Ohio institutions. Several of these institutions have received National Science Foundation funding to participate in this program and each of these institutions is separately approving the minor program so that it is officially established as a part of their degree programs.

At Ohio State, the Department of Computer Science and Engineering will serve as a primary agent for the proposed program, but an advisory committee with a broader membership will be formed. Not all courses will be offered here - it is expected that students will take courses at different institutions.

The following concerns were expressed:

- Although the minor is open to any student, practically speaking, given the amount and type of pre-requisites for the required course and the minor, it appears that only engineering students could complete it. Council would like information on how students would actually complete the minor. Would, for example, the requirements and pre-requisites make it likely that only students from certain majors in Engineering take it? This may be acceptable, but they wanted to be clear about any such functional restrictions.
- Council would like the department to provide information / examples of typical paths students might take in order to complete the minor. It was noted that this information had already been requested once before.
- Council would like a better sense of the availability of courses – that between this University and the other institutions, our students can get the courses they need. What are the requirements for the minimum number of hours that a student must complete from the University course list in order to receive the minor from Ohio State (vs. courses that can be completed online from other institutions)? Could, for example, a student receive a minor from this University having never taken any of our courses?
- Council would like to know the size of the expected audience for this minor and what they are expected to gain from completing the minor.

The discussion of this proposal was tabled until these concerns could be addressed.

SEMESTER CONVERSION UPDATE AND DISCUSSION: W. RANDY SMITH, VICE PROVOST, AND ANN CHRISTY, PROVOST'S FACULTY FELLOW

The remainder of the meeting was a discussion and review of the Revisions to the Weekly/Daily Calendar; Recommendation for the Total Number of Credit Hours; and Additional Comments on Templates for Conversion.

REVISIONS TO THE WEEKLY/DAILY CALENDAR

- The University Registrar is reviewing alternative models that balance flexibility with space availability. The schedule currently under consideration:
 - 55 minute sections
 - Monday-Wednesday-Friday is expected to be the dominant pattern
 - Four-day and five-day per week courses will be available
 - 80 minute sections
 - Tuesday-Thursday
 - Wednesday-Friday
 - Longer single day sections (110 minutes and 165 minutes) available on Mondays
 - Between class break will be 15 minutes
 - Flexibility by request

Comments:

- Blackwell raised the concern for accommodation of Film Studies courses that need to allow for sufficient time for viewing and discussions of full-length films.

RECOMMENDATION FOR THE TOTAL NUMBER OF CREDIT HOURS

- As of April 2009, The Ohio State University grants 28 associate degrees, 146 undergraduate minors, 176 undergraduate majors, 130 masters, 103 doctoral and 7 professional degree programs in 18 colleges. With exception of the College of Law which is currently on semesters, all will need to be converted including an estimated 12,000 courses that comprise the degree programs.

Degree/Programs Credit Hour Minimum	Quarters	Semesters
Bachelor's	181	120
Master's *	45	30
PhD *	120	80
Associate's Degree	90	60

**Pending discussion by Graduate Education Subcommittee*

ADDITIONAL COMMENTS ON TEMPLATES FOR CONVERSION

PROGRAM TEMPLATE (draft version 10):

I. General Program Information: List program name; degree title; responsible academic units; and semester conversion curriculum designation (e.g., converted with minimal changes or re-envisioned with significant changes – units will self-select between these two options).

Comments/Suggestions:

- Much of this information is from the existing standard for program review, but some material was removed in an attempt to streamline the Office of Academic Affairs Handbook's 42-question proposal requirements for degree programs (in place since 1988) while still allowing programs the opportunity to make significant changes, if desired.
 - It is hoped that the streamlined proposal requirements will largely replace the existing ones even after semester conversion is complete.
 - The semester conversion curriculum designation is intended to aid the Council in determining which subcommittee a program will be assigned to and what level of oversight will be needed.
 - It was suggested that two versions of the template be generated based on the semester conversion curriculum designation
 - It was recommended that additional information be provided with the template that contextualizes the requirements and cites resources and references available to departments.
- II. Program Requirements: List the program learning goals and the semester courses that constitute the requirements and other components of the program, append a quarter-based and semester-based advising sheet, provide a curriculum map and rationale, and provide a credit hour conversion table and associated rationale.

Comments/Suggestions:

- Concern was voiced whether programs can get this done in a thoughtful way in the time we have.
- The question was raised as to whether curricular mapping is appropriate for graduate programs. It was noted that curricular mapping is an excellent tool for thinking about one's program and many departments (at the undergraduate level) are using it already. The University Center for the Advancement of Teaching (UCAT) has more information about this approach, and is offering quarterly curriculum design workshops that use it.
- Student committee members were particularly enthusiastic about the curricular map requirement, especially if the final maps could be made available to students showing them how their program requirements link together in a logical manner.
- The credit hour conversion table caused some dissent among the group: some committee members were very enthusiastic about how helpful it would be to the Council's review process; others thought it somewhat too mechanical and constrictive.
- List all double counted courses in credit hour conversion table
- Submission of this information will need to be a team effort of the department semester point person / representative and the curricular associate dean.

- III. Assessment Conversion: Describe how program's assessment practices will be modified to fit the semester calendar. If a degree program does not have a plan on file with the Office of Academic Affairs, provide a preliminary plan (guidance included).

Comments/Suggestions:

- This version was an improvement over the one shared at the previous CAA meeting.
 - Should preliminary plans be required only of undergraduate degrees and majors?
- IV. Transition Policy: Include a policy statement from the chair of the department / unit that assures those students who began their degree under quarters that the transition to semesters will not delay their graduation nor disrupt progress toward a degree.

Comments/Suggestions:

- The policy statement should apply to students in the major as well as those taking service courses.

COURSE TEMPLATE (draft version 10):

Comments/Suggestions:

- The contents of course template generated considerable discussion.
- Ward expressed concern that this would be the last opportunity to comment on the program/course conversion templates given the agenda item labeled it as a Final Draft. He also noted that he had been informed that these drafts had been shared, earlier in the day, with the chairs and directors of the Colleges of Arts and Humanities, where concerns had been expressed.
- Some committee members expressed relief, and others were surprised that a full syllabus would not be required for course proposal review at the university level.
- Much of the concern surrounded the time and difficulty of manually entering extensive data and uncertainty about the method of electronic submission.

Discussion of the templates will be continued at the next meeting - Wednesday, January 6, 2010. In the interim, Smith will be interacting with all colleges and the relevant semester conversion committees, about these templates. Academic units need the templates very soon to help with their detailed work.

The meeting adjourned at 6:38 PM.

Respectfully submitted

W. Randy Smith
Melissa Soave

