

COUNCIL ON ACADEMIC AFFAIRS

200 Bricker Hall

September 7, 2016

3-5 p.m.

MINUTES

Attendance

Faculty:

- ✓ Dr. Eric Bielefeld (Speech and Hearing Sciences)
- ✓ Dr. John Buford (School of Health and Rehabilitation Sciences)
- ✓ Dr. Jill Bystydzienski (Women's, Gender and Sexuality Studies)
- ✓ Dr. Debbie Guatelli-Steinberg (Anthropology)
 Dr. Curtis Haugtvedt (Marketing and Logistics)
- ✓ Dr. Karen Irving (Teaching and Learning)
- ✓ Dr. Laurice Joseph (Educational Studies)
- ✓ Dr. Maria Miriti (Evolution, Ecology, and Organismal Biology)
- ✓ Dr. Susie Whittington (Agricultural Communication, Education and Leadership)
- ✓ Dr. Celia Wills (Nursing)

Students:

- ✓ Mr. Mario Belfiglio (USG, Biology)
- ✓ Ms. Emily Clark (USG, Public Affairs)
- ✓ Mr. Daniel Puthawala (CGS, Linguistics)
- ✓ Mr. Alex Wesaw (CGS, City and Regional Planning)

Administrator:

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

Guests:

- Dr. Mary Anne Beecher (Department of Design)
- Dr. Steve Fink (College of Arts and Sciences)
- Dr. Gene Folden (Department of Human Sciences)
- Dr. Kate Hallihan (John Glenn College of Public Affairs)
- Ms. Jill Hampshire (Office of Enrollment Services)
- Dr. Scott Herness (Graduate School)
- Dr. Alan Kalish (University Center for the Advancement of Teaching)
- Dr. Deborah Larsen (School of Health and Rehabilitation Sciences)
- Mr. Jack Miner (Office of University Registrar)

Dr. Steve Neal (College of Food, Agricultural and Environmental Sciences)

Dr. Bernadette Vankeerbergen (College of Arts and Sciences)

Dr. John Wanzer (Office of Undergraduate Education)

Dr. Bryan Warnick (College of Education and Human Ecology)

The meeting came to order at 3:02 pm

NEW MEMBER ORIENTATION – PROFESSORS JOHN BUFORD AND W. RANDY SMITH

Buford and Smith provided an overview of the Council’s charge, membership and organization, types of activities, and forthcoming activities. Smith also explained the Council’s relationship with the University Senate, Board of Trustees, the Ohio Department of Higher Education, and the four subcommittee’s that work within the Council.

COMMENTS FROM THE CHAIR—PROFESSOR JOHN BUFORD

Buford welcomed members to the first meeting of the academic year. He thanked several returning members for agreeing to take on additional work: Maria Miriti for serving on the Student Evaluation of Instruction (SEI) Committee; Celia Wills for leading the Council’s review of university-level centers and institutes; and Jill Bystydzienski for leading the Council’s review of clinical faculty appointments.

Buford and Smith will assign Council members to one of three subcommittees (Subcommittee A, B, or C). These subcommittees will review “larger” proposals such as a new major, center, or a complicated curriculum change. “Smaller” proposals will be reviewed by Subcommittee D, which is made up of Buford and Smith.

COMMENTS FROM THE VICE CHAIR—PROFESSOR W. RANDY SMITH

The Board of Trustees approved the university’s new mission/vision statement at its meeting on September 1, 2016. The mission goes into effect this Autumn 2016. The statement has stronger statements on diversity and student access.

The newly established Institute for Teaching and Learning hosted a workshop for new faculty in August 2016. The inaugural director of the institute is Kay Halasek from the Department of English.

There is currently a search for a new dean of the College of Food, Agricultural and Environmental Sciences.

The annual report on the Student Evaluation of Instruction (SEI) will be given to this Council at its meeting on September 21, 2016.

At the July 6, 2016 meeting, the Council approved new guidelines for certificates. This Council will review proposals for new certificates.

The university is undergoing its decennial reaccreditation review by the Higher Learning Commission in March 2017. Smith will share the draft report with this Council.

The Ohio Department of Higher Education continues its work on the Two Plus Two Initiative.

The Council's annual dinner with the provost is on November 2, 2016. The dinner will immediately follow that afternoon's CAA meeting.

The Council will be involved with the university's review of the general education curriculum. There is currently no timeline for this review.

INFORMATIONAL ITEMS – PROFESSOR W. RANDY SMITH

- **Department of Design Acceptance Process – College of Arts and Sciences**

Guest: Mary Anne Beecher, Chair, Department of Design

The Department of Design has three accredited professional programs: Industrial Design, Interior Design and Visual Communication Design. Because space and the number of permanent faculty in the department limit the number of students who can be admitted, a process has been established to control and balance the incoming class of students each year.

New prospective first-year students (NFYS) interested in becoming a professional designer apply to the university. Upon admission to the university, these students are coded as DESIGN-PRE and their area of interest is also identified for department use. The department received a database of admitted NFYS students from the College of Arts and Sciences Undergraduate Recruitment and Diversity Services Office on or about May 10.

Students who wish to enter from regional campuses, other majors or transfer from other institutions are also identified by this date and are added to the database to be considered as part of the pool of students to be selected by the department.

The department chairperson selects the new first-year class in consultation with the undergraduate academic advisor on the day the database is received, or the day after. The department emails all students by the end of the next day regarding the status of their application to the program.

The criteria for selection are: the class cannot total more than 81 because that is the spatial capacity for the first-year program; the class must be divided into approximate thirds by area of interest; class rank

and ACT scores are used to determine academic potential for NFYS while GPA is used to prioritize the applications from current OSU major/campus changers and transfer students.

Students who are not selected to the first-year program retain their DESIGN-PRE plan code until they select a new major. Design Advising notifies these students immediately that they have not been selected and options for other majors are communicated based on the applicant's expressed interests and academic history.

The Council expressed concern over the late admission process. Students will not find out their status until after they have already committed to the university and paid the \$100 non-refundable acceptance fee. Members felt this put a financial and emotional burden on young students.

Unlike programs with rolling admissions, Beecher noted that Design reviews all applicants at the same time as to get the best possible class. Since the deadline to commit to the university is May 1, the department cannot review applications before that day without the risk of losing potential talent.

Smith reminded the group that this admission process is already in place and the Council is receiving it as only an informational item. Smith noted that CAA will later revisit this issue of "closed door" majors.

- **Biomedical Science Undergraduate Major Move – College of Medicine**

Smith indicated that the College of Medicine would like the Biomedical Science undergraduate major moved from the School of Health and Rehabilitation Science to the newly established Department of Biomedical Education and Anatomy. With the change in academic homes, the College of Medicine—as opposed to the School of Health and Rehabilitation Sciences—will confer the Bachelor of Science in Biomedical Science degree. The first degrees conferred by the College of Medicine will be in Spring 2017.

The Council did not express any concerns over this request.

PROPOSALS FROM SUBCOMMITTEE D – PROFESSORS JOHN BUFORD AND W. RANDY SMITH

- **Proposal to establish a new Undergraduate Minor program in Medical Laboratory Science – College of Medicine**

Guest: Deborah Larsen, Director, School of Health and Rehabilitation Sciences

The School of Health and Rehabilitation Sciences would like to establish a new minor program in Medical Laboratory Science.

The Medical Laboratory Science minor provides students, especially those preparing for admission to professional schools in medicine, dentistry, pharmacy and to graduate programs for physician assistant and other related health fields, with basic knowledge to evaluate and interpret clinical laboratory data.

There are several required prerequisite courses that students need to take prior to enrolling in the MEDLBS courses. These prerequisite courses are typical courses that students pursuing admission into a professional school should be already taking to fulfill the professional school requirements. In order to fulfill the requirements of the minor, students will select courses from a designated list of options. It is expected that students will achieve a minimum of 12 credit hours for the minor.

Smith noted that it is unusual for a minor to be composed entirely of 5000-level courses. Larsen explained that the courses in this minor come from the same curriculum as a post-baccalaureate medical laboratory science program.

Smith moved approval of the proposal; it was seconded by Wills and it carried in favor with one abstention.

- **Revision to the Integrative Approaches to Health and Wellness Undergraduate Minor – College of Medicine**

Guest: Deborah Larsen, Director, School of Health and Rehabilitation Sciences

The School of Health and Rehabilitation Sciences proposes changes to the Integrative Approaches to Health and Wellness Minor.

The required credit hours are decreasing to 12 and a course was added to the Mind Body Interventions domain. The minor now requires six hours of required core courses and six hours of elective courses. Students must select elective courses from at least two of the five research domains: Alternative Health Systems; Mind Body Interventions; Biologically Based Therapies; Movement and Body-Based Methods; and Energy Therapies.

The primary reason for initiating the changes was to come into compliance with the university's updated undergraduate minor policy.

Smith moved approval of the proposal; it was seconded by Belfiglio and it carried in favor with one abstention.

- **Revisions to the Undergraduate Minor in Aging – College of Medicine**

Guest: Deborah Larsen, Director, School of Health and Rehabilitation Sciences

The School of Health and Rehabilitation Sciences proposes changes to the Aging Minor.

The required credit hours are decreasing to 12 and core courses were clarified. The minor now requires a minimum of 12 credit hours in core aging courses and in related courses drawn from several departments. All students must take HTHRHSC 4600S and at least two courses chosen from the core courses and two-three from a list of additional courses. Some courses in the minor have prerequisites.

The primary reason for initiating the changes was to come into compliance with the university's updated undergraduate minor policy.

Smith moved approval of the proposal; it was seconded by Belfiglio and it carried in favor with one abstention.

- **Revisions to select majors from the Department of Human Sciences – College of Education and Human Ecology**

Guests: Gene Folden, Associate Chair, Department of Human Sciences; Bryan Warnick, Associate Dean, College of Education and Human Ecology

The College of Education and Human Ecology proposes revisions to the following majors in the Department of Human Sciences:

- Bachelor of Science in Human Ecology, major in Consumer and Family Financial Services,
- Bachelor of Science in Human Ecology, major in Fashion and Retail Studies, and
- Bachelor of Science in Hospitality Management, major in Hospitality Management.

The Department of Human Sciences conducted an extensive program review of its undergraduate majors by examining department resources, student needs, market needs, and student success post-graduation. Goals included making the majors relevant, viable, and affordable. Another goal was to make the majors flexible enough for students to be able to graduate within four years. This Council approved revisions to other majors in the Department of Human Sciences at its meeting on April 20, 2016.

Changes to the Consumer and Family Financial Services (CFFS) undergraduate major include: reduction in credit hours in major from 52 to 43; an increase in elective hours from 17-21 to 26-30; opportunity/encouragement to complete either a consumer focus or a family finance focus within the major; and, the removal of a pre-major, allowing for students admitted and in good standing with the university to be directly admitted to the major.

Revisions to the Fashion and Retail Studies undergraduate major include: a reduction in credit hours required in supporting courses from nine to six; reduce the number of hours in major required courses to 49; increase elective hours to 20-24; and allow students greater choice in upper-level courses, within

two groups, thus providing greater focus either in trend forecasting and product development, or in merchandising and operations; a new interdisciplinary core; and, the removal of a pre-major, allowing for students admitted and in good standing with the university to be directly admitted to the major.

Changes to the Hospitality Management undergraduate major include: a new interdisciplinary core; an increase in free electives to 22-26 credit hours; a reduction in total major requirement credit hours from 61 to 47; removal of Group B electives from the curriculum; removal of prerequisites to get into major; additional of several new electives; general education requirement changes; and, minor changes to several courses. An Option B track was also created for students that transfer from community colleges with the applied associate degree.

Buford moved approval of the proposal; it was seconded by Wills and it carried in favor with two abstentions.

Smith noted his gratitude for the college's continued efforts in assessment and their desire to serve students well.

- **Revision to the Animal Sciences—Veterinary Technology Specialization Undergraduate Major – College of Food, Agricultural and Environmental Sciences**

Guest: Steve Neal, Assistant Dean, College of Food, Agricultural and Environmental Sciences

The College of Food, Agricultural and Environmental Sciences proposes changes to the Animal Sciences Veterinary Technology Specialization.

The Animal Sciences Veterinary Technology Specialization is a dual enrollment program between the OSU Department of Animal Sciences and Columbus State Community College (CSCC). Students completing the Veterinary Technology Specialization complete OSU Columbus campus courses and CSCC Veterinary Technology courses to earn an Associate of Applied Science degree and Bachelor of Science upon completion of the program. The proposed changes respond to the recently revised and approved CSCC degree program that underwent a reduction in credit hours required by the Ohio Department of Higher Education. These changes in the CSCC Veterinary Technology Program, subsequently reduce the total number of credit hours required by the bachelor's degree by three credit hours to 121-122 credit hours total.

Changes that affect the BS degree include: change in total credit hours needed to graduate from 124-125 credit hours to 121-122 hours; substitution of Microbiology 4000 for the current Biology 1114; reduction in the minor equivalency from 13 credit hours to 12 hours; reduction in the CSCC required courses that satisfy the BS free electives from 15 credit hours to 13 hours.

Neal noted that the max credit hours a student work typically take in one semester is 16. Students do take two summer semesters, but one is a practicum.

Smith moved approval of the proposal; it was seconded by Miriti and it carried in favor with one abstention.

The Meeting adjourned at 4:54 p.m.

Respectfully submitted,

W. Randy Smith
Katie Reed