**COUNCIL ON ACADEMIC AFFAIRS**

**200 Bricker Hall**

**February 20, 2019**

**3-5 PM**

**DRAFT MINUTES**

**Attendance**

**Faculty**:

**✓** Dr. Rebecca Andridge (Public Health)

Dr. Anika Anthony (Educational Studies)

**✓** Dr. Eric Bielefeld (Speech and Hearing Sciences), Chair

**✓** Dr. Kevin Evans (School of Health and Rehabilitation Sciences)

**✓** Dr. Sara Fowler (College of Dentistry)

 Dr. Debbie Guatelli-Steinberg (Anthropology)

**✓** Dr. Curtis Haugtvedt (Marketing and Logistics)

**✓** Dr. Jennifer Higginbotham (English)

Dr. Roberto Myers (Material Science Engineering)

**✓** Dr. Melvin Pascall (Food Science and Technology)

**Students**:

**✓** Mr. Nat Crowley (USG, Finance)

**✓** Ms. Kate Greer (USG, German and History)

Ms. Neethi Johnson (CGS, MBA)

**✓** Mr. Blake Szkoda (CGS, Chemistry and Biochemistry)

**✓** Mr. William Vu (IPC, Dentisty)

**Administrator**:

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

**Guests**:

Ms. Danielle Brown (College of Education and Human Ecology)

Dr. Mike Davis (Department of Animal Sciences)

Dr. Rob Griffiths (Office of Distance Education and eLearning)

Dr. Kate Hallihan (John Glenn College of Public Affairs)

Ms. Jill Hampshire (Office of Student Academic Success)

Ms. Jenny Heckscher (Fisher College of Business)

Dr. Alan Kalish (Office of Academic Affairs)

Dr. Andrew Martin (Office of Academic Affairs)

Dr. Marcia Nahikian-Nelms (School of Health and Rehabilitation Sciences)

Ms. Jeanne Osborne (College of Food, Agricultural, and Environmental Sciences)

Dr. Paul Reeder (Fisher College of Business)

Mr. Peter Spreitzer (University Exploration)

Dr. Francis Troyan (Department of Teaching and Learning)

Dr. Bernadette Vankeerbergen (College of Arts and Sciences)

Dr. Celeste Welty (Department of Entomology)

**The meeting came to order at 3:02 p.m.**

**COMMENTS FROM THE CHAIR – PROFESSOR ERIC BIELEFELD**

When a new center/institute is created, it is required to give this Council an update during its second year. Four centers will give an update in Spring 2019: Center for Ethics and Human Values; Higher Education Center for Alcohol and Drug Misuse Prevention and Recovery; Translational Data Analytics Institute, and; University Institute for Teaching and Learning. Bielefeld and Smith met with the leaders of the four centers on February 14, 2019 to give guidance on the update process. Professor Celia Wills, College of Nursing, also joined the meeting as chair of the CAA Centers Review Subcommittee.

The proposal to rename the Spectroscopy Institute will be reviewed at the University Senate meeting on February 28, 2019. At the Council meeting on January 23, 2019, Andridge pointed out that using the acronym iOS may be problematic because of Apple iOS. Members of the Steering Committee also noticed the use of this acronym. The proposers were asked if the acronym could be changed. They informed the committee that using iOS was just an abbreviation for the written proposal. They are not planning to use iOS with official branding.

**COMMENTS FROM THE VICE CHAIR – PROFESSOR W. RANDY SMITH**

Two programs were recently reviewed: the College of Nursing had an accreditation visit for its bachelor’s and master’s programs; and the University Honors and Scholars Center completed an internal and external program review. The Honors and Scholars site team was here earlier this week: February 17-19, 2019.

Curriculum continues to be developed around eSports and Gaming. Smith expects that an undergraduate program proposal will be submitted to this Council later this semester.

Smith is convening a group, including Bielefeld, Andridge, and Rob Griffiths, Office of Distance Education and eLearning, to discuss how we review and approve online courses that are not part of an online program.

The first stage of the Alliance for the American Dream was completed at the Schmidt National Board Review meeting on January 28-30, 2019 in Phoenix. Each participating university received funding for at least one proposal. The proposal selected from Ohio State was the “Power of Home.” The Review Board expressed interest in the micro-farming proposal and it may also receive funding from Schmidt Futures. Ohio State’s third proposal was a partnership between Columbus State Community College, OSU, and United Way. While it did not receive funding from Schmidt, the University is still looking to develop the proposal.

The Board of Trustees is meeting February 21-22, 2019.

The College of Arts and Sciences Faculty Senate will soon vote on the general education (GE) revision proposal. Smith expects that the GE proposal will then come to the Council.

Distinguished faculty awards are being distributed to faculty. College- and university-leadership are surprising recipients in their classrooms or at faculty meetings.

Smith informed the Council that he has received requests to use the terms ‘center’ and ‘institute.’ The College of Medicine requests to use the term ‘center’ for a Center of Excellence in Psychiatry and Behavioral Health. The OSU Comprehensive Cancer Center requests to use the term ‘institute’ for an Institute for Immuno-Oncology. If the units would like to receive official university-center status, they will need to submit formal proposals. The Council did not express any concerns.

**PROPOSAL FROM SUBCOMMITTEE A – PROFESSORS REBECCA ANDRIDGE, SARA FOWLER, MELVIN PASCALL; MS. KATE GREER AND MS. NEETHI JOHNSON**

* **Proposal to create the Center for Innovation Strategies – Fisher College of Business**

Guests: Jenny Heckscher, Director, Center for Innovation Strategies; Paul Reeder, Executive Director, Center for Innovation Strategies

The Fisher College of Business proposes to create the Center for Innovation Strategies.

The Center for Innovation and Strategies (CIS) will be a spinoff of the current Center for Innovation and Entrepreneurship. There are two main reasons for the split. First, support for corporate innovation activities has grown through securing additional corporate members. Second, the college secured a naming donor who only has interest in the entrepreneurship activities of the current center.

Interest in innovation continues to grow dramatically, with innovation centers at many major universities globally. The mission of CIS is to inspire growth mindset in organizations and students by: acting as a catalyst and facilitator within the innovation ecosystem; providing quality instruction and enabling the co-creation and sharing of innovation knowledge, frameworks, and tools, and; advancing innovation research and applied practice.

The current center serves as a catalyst and facilitator for multiple activities including faculty research, outreach to the community of innovation professionals and teaching of innovation students and professionals alike in the art and science of innovation. CIS will continue its works with faculty, staff and students across the campus and plans to deepen its interdisciplinary collaboration.

Since the center already exists in a different form, funding already exists and there is no need for additional staffing.

One goal of CIS is to increase student engagement. Reeder noted that there has already been a significant increase in student internships since this proposal was submitted to the Council. 30 students participated in a Honda internship and four students were hired as full-time staff.

The Council asked how internships are assessed. Reeder responded that it is not done formally, but they will additional thought on how best to do it.

The Council asked what will happen to the entrepreneurship part of the Center for Innovation and Entrepreneurship. Smith responded that a proposal will be submitted to the Council to create the Keenan Center for Entrepreneurship.

The proposal will next go to the University Senate. Before submitting to the Senate, Bielefeld and Smith will work with the proposers to align the proposal with the newly developed centers review guidelines document.

Bielefeld moved approval of the recommendation; it carried unanimously.

**PROPOSAL FROM SUBCOMMITTEE B – PROFESSORS JENNIFER HIGGINBOTHAM, KEVIN EVANS, ROBERTO MYERS; MR. NAT CROWLEY AND MR. BLAKE SZKODA**

* **Proposal to revise the Bachelor of Science in Education, World Language Education, French and Spanish Programs – College of Education and Human Ecology**

Guest: Francis Troyan, Assistant Professor, Department of Teaching and Learning; Bryan Warnick, Associate Dean, College of Education and Human Ecology

The Department of Teaching and Learning proposes to revise the Bachelor of Science in Education (BSED), World Language Education, French and Spanish programs.

Several adjustments and corrections were made to both the BSED, World Language Education, French and Spanish programs. These revisions were made to accommodate the education and language programs. The goals is to provide clarity for students.

Students double-major in the BSED, World Languages and French or Spanish.

Program sheets and concurrence from the language departments were provided.

The Council asked why EHE 1100 is a university requirement and not a college requirement. Spreitzer clarified that EHE 1100 is a survey course, which is a general education course.

Warnick noted that students were admitted to this program under competitive admissions, but the program is going to move to direct admissions. The label ‘pre-major’ will go away except for students who come to the major late.

Greer thanked the proposers for specifying when the 5000-level courses are offered. Knowing when a limited-offering course is offered can be frustrating for students.

Spreitzer noted that students who come to the major late rarely benefit from overlapping courses. Students will likely graduate with more than 120 hours. While this is not ideal, he understands that this is a licensing issue.

Troyan and Warnick emphasized that this proposal was a collaborative effort with the College of Arts and Sciences. The units all worked well together.

Bielefeld moved approval of the recommendation; it carried unanimously.

**PROPOSAL FROM SUBCOMMITTEE D – PROFESSORS ERIC BIELEFELD AND W. RANDY SMITH**

* **Proposal to deactivate the Graduate Interdisciplinary Specialization (GIS) in Geo-Spatial Data Analysis – College of Arts and Sciences**

Guest: Bernadette Vankeerbergen, Director, Arts and Sciences Curriculum Office

The Departments of Statistics and Geography request to deactivate the GIS in Geo-Spatial Data Analysis (GSDA). This proposal was reviewed and approved by the Combined Council/Graduate School Curriculum Committee and the Graduate Council.

Since the University’s conversion to semesters, it has become nearly impossible for students to complete the GIS due to the availability of appropriate courses and the level of prerequisites for other courses. One student remains in the program and plans are in place to oversee his/her completion of degree. No additional students will be admitted to the program.

As an alternative to the GSDA GIS, the Department of Geography plans to develop a certificate in Geographic Information Science.

The Council did not express any concerns, though it asked for the current student’s name to be removed from the proposal.

Bielefeld moved approval of the recommendation; it carried unanimously.

* **Proposal to revise the Associate of Science (AS) to Bachelor of Science (BS), Radiologic Sciences and Therapy Degree Completion Program – College of Medicine**

Guest: Marcia Nahikian-Nelms, Director of Academic Affairs, School of Health and Rehabilitation Sciences

The School of Health and Rehabilitation Sciences proposes to transition the current AS to BS Radiologic Sciences program to a completely online format.

The face-to-face AS to BS specialty track options will remain in place for local students. The school is proposing an online only option that allows students from across the country to complete their BS in Radiologic Sciences and Therapy. The track will be titled: AS to BS Degree Completion: Administration/Management Program.

The online option will allow students to prepare for needed credentialing exams through the selection of exclusively online general education and professional course work.

The program is designed for individuals holding a certification in radiography, radiation therapy, nuclear medicine technology, or sonography who would like to continue their education to the baccalaureate level. The student will select a focused track of either administration/management or education.

The minimum total hours to graduate is 120 semester hours. 30 credit hours must be completed at Ohio State to establish residency for graduation.

There is an MOU with the Office of Distance Education and eLearning.

Nahikian-Nelms noted that the goal of this revision is to provide flexibility for working practitioners.

The Council did not express any concerns.

Bielefeld moved approval of the recommendation; it carried forward with one abstention.

* **Proposal to revise the undergraduate Bioenergy and Biological Waste Management-Associate of Applied Science (AAS) degree – College of Food, Agricultural, and Environmental Sciences**

Guest: Jeanne Osborne, Assistant Dean, College of Food, Agricultural, and Environmental Sciences

Ohio State ATI proposes to revise the name of the current Associate of Applied Science (AAS) Bioenergy and Biological Waste Management program to Bioenergy and Water Treatment Management.

The proposed name change is intended to better reflect the content of the program, which emphasizes water treatment and recovery rather than waste. The change will also align more closely with current industry trends. By aligning the name of the major with industry expectations, ATI hopes to communicate the theme of the program and the opportunities for continuing education to the industry. No changes are being made to the curriculum.

Students of the program are prepared to take the State of Ohio wastewater licensing test, which may attract both high school students and unlicensed operators currently in the industry.

Osborne noted that students graduating with an AAS go straight into their career.

Osborne also told the Council that the State of Ohio encourages the program’s name change.

The Council did not express any concerns.

Bielefeld moved approval of the recommendation; it carried unanimously.

* **Proposal to revise the Meat Science minor – College** **of Food, Agricultural, and Environmental Sciences**

Guests: Mike Davis, Professor, Department of Animal Sciences; Jeanne Osborne, Assistant Dean, College of Food, Agricultural, and Environmental Sciences

The Department of Animal Sciences proposes to revise the Meat Science minor.

The goal of the revisions is to strengthen the training of students in the core principles of meat science through required courses. The department would also like to provide a broader list of elective courses relevant to students pursuing positions in the food animal industries.

Changes include: increasing the required hours from 3 to 9, reducing electives hours from 9 to 6, and clarifying that some electives require prerequisite. The minimum number of hours required to obtain the minor is increasing from 12 to 15.

The proposers noted that these changes will make the minor more effective for industry requirements.

The Council did not express any concerns.

Bielefeld moved approval of the recommendation; it carried unanimously.

* **Proposal to revise the Entomology undergraduate major prorgam– College** **of Food, Agricultural, and Environmental Sciences**

Guests: Jeanne Osborne, Assistant Dean, College of Food, Agricultural, and Environmental Sciences; Celeste Welty, Associate Professor

The Department of Entomology proposes to revise the Entomology undergraduate major.

The revision is driven by a recent change to ENTMLGY 4000. The course was changed from a 3-credit lecture-and-lab course to a 3-credit lecture-only course with a separate 1-credit lab (ENTMLGY 4001). The faculty felt that there was too much content in the original ENTMLGY 4000, so splitting the course will lighten the load. Separating the lab will give students more flexibility with scheduling and it will also allow the department to offer an online version of ENTMLGY 4000.

The creation of ENTMLGY 4001 results in an increase of 1-credit to the major requirements. To offset that increase, the number of required elective hours will decrease by one.

In addition to the changes above, electives were adjusted to provide students more options and remove courses that are no longer offered.

The Council asked about a transition plan for current students. Osborne responded that current students who have already taken ENTMLGY 4000 (with lab) will follow the current program, which means that they will take an additional elective hour. Students who have not taken ENTMLGY 4000 will take the revised ENTMLGY 4000 and new ENTMLGY 4001.

Bielefeld moved approval of the recommendation; it carried unanimously.

* **Proposal to revise the Entomology undergraduate minor program – College** **of Food, Agricultural, and Environmental Sciences**

Guests: Jeanne Osborne, Assistant Dean, College of Food, Agricultural, and Environmental Sciences; Celeste Welty, Associate Professor

The Department of Entomology proposes to revise the Entomology undergraduate minor.

The changes to the minor are the same as the changes to the major with one exception. ENTMLGY 4001 is an elective option for students in the minor.

The total credit hours in the minor will remain at 12.

The Council did not express any concerns.

Bielefeld moved approval of the recommendation; it carried unanimously.

**AD HOC COMMITTEE ON EXCUSED ABSENCES – PROFESSOR CURTIS HAUGTVEDT; MS. KATE GREER**

There is an ad hoc committee looking at whether the University should establish a standardized definition of excused absences. Greer and Haugtvedt are serving on this committee.

The ad hoc committee is looking at the definitions of and policies for excused absences at peer institutions. Ohio State is the only Big 10 school without a standardized definition. The ad hoc committee is scheduled to speak with the University of Minnesota about their policy. Internally, the committee has spoken with Student Advocacy, Legal Affairs, and Academic Advising.

The ad hoc committee is not sure if it wants to recommend a guideline or policy. Either way, students will be required to complete missed coursework. The ad hoc committee would like to see their recommendation applied to undergraduate and graduate students.

Greer and Haugtvedt asked the Council for its input. Feedback included:

* Special consideration may be needed for classes involving live patients.
* How would we impose an unexcused absence policy on faculty? What is the motivation for them to comply?
* How much time should a student have to make up missed coursework? Faculty grading and classroom activities should not be held in limbo.
* Students need to know a faculty member’s attendance expectations at the beginning of the semester.
* Student participation of university committees should be counted as an excused absence.

Fowler reported that the College of Dentistry has a policy on excused absences. It took quite a while for the college to develop the policy. It is a difficult decision—particularly for a college with lock-step programs. If an absence is considered excused, Dentistry focuses on how a student will make up the work—not if he/she will have the opportunity to make up the work.

Smith noted that there are current pathways for a student to take if he/she wants to appeal a faculty member’s grading decision.

Smith suggested that the ad hoc committee speak to the Council on Enrollment and Student Progress, Undergraduate Education (Beth Hume), and the Graduate School (Alicia Bertone).

The Meeting adjourned at 4:14 PM

Respectfully submitted,

W. Randy Smith

Katie Reed