

COUNCIL ON ACADEMIC AFFAIRS

200 Bricker Hall

September 18, 2019

3-5 PM

MINUTES

Attendance

Faculty:

- ✓ Dr. Rebecca Andridge (Public Health)
- ✓ Dr. Anika Anthony (Educational Studies)
 - Dr. Eric Bielefeld (Speech and Hearing Sciences), Co-Chair
- ✓ Dr. Kevin Evans (School of Health and Rehabilitation Sciences)
- ✓ Dr. Sara Fowler (College of Dentistry)
- ✓ Dr. Jennifer Higginbotham, Co-Chair (English)
- ✓ Dr. Roberto Myers (Materials Science and Engineering)
- ✓ Dr. Melvin Pascall (Food Science and Technology)
 - Dr. Maria Pruchnicki (College of Pharmacy)
- ✓ Dr. Paul Rose (College of Law)
- ✓ Dr. Karl Whittington (Department of History of Art)

Staff:

- ✓ Mr. Peter Spreitzer (University Exploration)

Students:

- Mr. Nat Crowley (USG, Finance)
- ✓ Mr. Ryan Slechta (CGS, Computer Science and Engineering)
- ✓ Mr. Blake Szkoda (CGS, Chemistry and Biochemistry)
- ✓ Mr. Sridhar Uppalapati (USG, Engineering Physics)
 - Mr. William Vu (IPC, Dentistry)

Administrator:

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

Guests:

- Dr. Mark Cooper (Department of Materials Science and Engineering)
- Dr. Meg Daly (Office of Undergraduate Education)
- Ms. Lisa Delaney (Office of the University Registrar)
- Dr. Carmen Digiovine (School of Health and Rehabilitation Sciences)

Dr. Steve Fink (College of Arts and Sciences)
Dr. Robert Griffiths (Office of Distance Education and eLearning)
Dr. Kate Hallihan (John Glenn College of Public Affairs)
Ms. Jill Hampshire (Office of Student Academic Success)
Dr. Alan Kalish (Office of Academic Affairs)
Dr. Andrew Martin (Office of Academic Affairs)
Ms. Rosie Quinzon-Bonnello (College of Engineering)
Dr. Shari Speer (Graduate School)
Ms. Gail Capel Stephenoff (Office of Student Academic Success)

The meeting came to order at 3:01 p.m.

COMMENTS FROM THE CO-CHAIR – PROFESSOR JENNIFER HIGGINBOTHAM

The proposal to establish a Professor Science Master's in Translational Data Analytics is being discussed at the University Senate meeting on September 19, 2019.

The Office of Distance Education is working with the College of Arts and Sciences and the College of Education and Human Ecology to finalize MOUs attached to certificates that were approved by this Council in Summer 2019.

During the 2018-19 academic year, the Council received a report from an *ad hoc* group that was looking at establishing an excused absence policy. The group has nearly finished its work. Instead of recommending the creation of a formal policy, the group will create a best practices document that will be available to instructors.

The College of Arts and Sciences is discussing the possibility of adding a clinical faculty track.

COMMENTS FROM THE VICE CHAIR – PROFESSOR W. RANDY SMITH

The General Education (GE) Implementation Committee is moving at a fast-pace. The Committee is updating various governance groups. Academic units should start to think about their place in the revised GE model.

Smith is serving as co-chair for the Office of International Affairs' strategic planning committee. If you have an interest in international activities, there will be opportunities for feedback.

The Undergraduate International Studies Program is undergoing an external review on October 6-8, 2019. The three external evaluators are from the Universities of California-Irvine, Michigan, and Stanford.

Smith chaired the annual Big Ten Academic Alliance Accreditation Network meeting on September 11, 2019 in Chicago, IL. Eric Bielefeld attended with him. The Big Ten institutions discussed their recent and upcoming accreditation visits. Many universities are getting ready to undergo their four-year review. Ohio State's four-year review is due in February 2021. Representatives from the Higher Learning Commission (HLC) attended the meeting. The HLC representatives discussed a pilot program related to the 10-year reviews. Rather than a wholly new report, HLC is considering having institutions submit 4-year updates. The group also discussed how/if research should be included in accreditation reports.

INFORMATIONAL ITEM – PROFESSOR W. RANDY SMITH

The College of Food, Agricultural, and Environmental Sciences proposes to create a certificate of study in Forest and Urban Tree Pathology and Disease Management. The certificate is a single course offering, aimed primarily to professionals in the tree care industry, including arborists, landscapers, forest managers, and extension educators, but also curious and interested people in the community at large, including master gardeners and private citizens.

The course is designed to provide the basic knowledge necessary to recognize major diseases of forest and urban trees, and to apply the foundations of the discipline to new and unknown diseases of trees.

The course will consist of seven Carmen modules roughly equivalent to a seven in-class weeks of instruction, and will take 15-20 hours to complete.

The Council did not express any concerns.

PROPOSALS FROM SUBCOMMITTEE D – PROFESSORS JENNIFER HIGGINBOTHAM AND W. RANDY SMITH

- **Proposal to revise the Air Science minor program – Interdisciplinary Programs**

Guest: Meg Daly, Associate Vice Provost, Office of Undergraduate Education

The Department of Aerospace Studies/Air Force ROTC proposes to revise the Air Science minor program.

The proposed revisions are to align the minor program with current University policies and practices for minors. Changes include: renumbering the courses and updating course titles/descriptions to match the current course catalog; update the expectation that students declare the minor before completing 60 credit hours; and remove redundant and unnecessary text on advising sheet.

There are no credit hour changes.

Daly informed the Council that the minor does not fall under a college, so the changes were not readily observed. Students are already aware of the change—this is really a bureaucratic issue.

The Council did not express any concerns.

Higginbotham moved approval of the recommendation; it carried unanimously.

- **Proposal to revise the Naval Science minor program – Interdisciplinary Programs**

Guest: Meg Daly, Associate Vice Provost, Office of Undergraduate Education

The Department of Naval Sciences proposes to revise the Naval Science minor program.

The proposed revisions are to align the minor program with current University policies and practices for minors. Currently, there are two 1000-level courses (NVLSCI 1110 and 1210) that are required core courses. University policy does not typically allow 1000-level courses to count toward a minor. To align with this policy, the courses have been re-categorized as “Recommended Prerequisites.” Since these courses will no longer be required, the minimum number of credit hours for this minor moves from 18 to 12.

Daly noted that most students will continue to take NVLSCI 1110 and 1210, or they will be waived from the courses because of service experience.

The Council recommended adding language regarding the 60 credit hour declaration requirement to the advising sheet.

Higginbotham moved approval of the recommendation; it carried unanimously.

Smith reported that he and Senior Vice Provost Kay Wolf met with United States Navy International Officers on September 10, 2019.

- **Proposal to create an Assistive and Rehabilitative Technology (ART) Certificate Program – College of Medicine**

Guests: Carmen Digiovine, Director of Academic Affairs, School of Health and Rehabilitation Sciences; Marcia Nahikian-Nelms, Associate Dean, School of Health and Rehabilitation Sciences

The School of Health and Rehabilitation Sciences (SHRS) proposes to create an Assistive and Rehabilitative Technology (ART) Certificate Program. This proposal has been reviewed by the Graduate School/Council Combined Curriculum Committee.

The purpose of the ART Certificate program is to educate health science, engineering, rehabilitation counseling, and education professionals on the application of science and technology for improving the quality of life of individuals with disabilities. The program will provide a foundation of assistive technology and rehabilitative technology principles that will translate into fields that support individuals with disabilities and older adults. Students who successfully completed the program will distinguish themselves among their peers in the field by obtaining an Assistive Technology Professional (ATP) Certification and Seating and Mobility Specialist (SMS) Certification. The ATP and SMS Certifications are administered by the Rehabilitation Engineering and Assistive Technology Society of North America.

SHRS would like to offer this certificate under three categories:

- 2: Undergraduate Academic Certificate Program, Post-Bachelor Degree
- 3a: Graduate Academic Certificate Program, Post-Bachelor Degree
- 5a: Technician/Professional Certification Program

The ART Certificate Program consists of four online courses for a total of 12 credit hours. The goal is for students to complete the program in two-four semesters.

There is clear market demand for this certification. The number of individuals with disabilities is increasing as the population ages and the decreasing mortality rate related to accidents and injuries. In the next 15 years, 60% of the people in assistive and rehabilitative technology industry will retire.

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

Nahikian-Nelms noted that the school has worked closely with the Office of the University Registrar (OUR) on how to admit students to the proper category. There will be two points of entry: as an undergraduate student and as a graduate student. Students do not have a choice in the category type. They will be assigned to the appropriate one based on admission criteria.

The Council noted that the certificate is largely based on one faculty member's expertise. What happens if he leaves? Digiovine replied that the school wanted to see the success of the certificate before it began hiring new instructors. Evans, an SHRS faculty member, noted that the certificate is housed in the Occupational Therapy Division and there are other faculty capable of teaching the courses.

The Council asked about the intellectual property attached to the certificate. The rule is that a faculty member owns the intellectual property for a year. After the year, the University has the right to teach the courses—with or without the individual who developed the curriculum.

Visitors from Undergraduate Admissions expressed some concern over the admissions process. They will work with OUR and SHRS on the details.

Higginbotham moved approval of the recommendation; it carried unanimously.

The Council will ask for an update on this certificate in a year.

- **Proposal to revise the Materials Science and Engineering Master of Science (MS) and Doctor of Philosophy (PhD) degree requirements – College of Engineering**

Guests: Mark Cooper, Academic Program Coordinator, Department of Materials Science and Engineering; Roberto Myers, Professor, Department of Materials Science and Engineering

The Department of Materials Science and Engineering (MSE) proposes to change the degree requirements for its MS and PhD programs.

The proposed changes are in response to the department's updated mission statement, which was revised to better align with the University's strategic plan.

The department would like better balance between general-level classes, research-specific classes, and research focus. Currently, most MSE graduate students find it difficult to take enough graded courses in their research specializations. To achieve this balance, the department has reduced the core courses from six to three and removed the "secondary core courses" requirement. This decrease in credit hours results in greater freedom in course selection for students to enroll in exactly the classes they need for research.

To balance the greater focus on research, higher-level (6000+) graduate courses will now be mandatory to ensure students learn sufficient material above undergraduate level.

An introductory course was created for students without sufficient MSE background or students who are in the Graduate School's Bridge Program. Additionally, sufficient time and possibility of low course load for the time to candidacy are provided for underprepared, inter-sectional students, while allowing academically strong students a "fast lane" option. Also, qualifying and candidacy exams have been clearly separated and defined, with an additional safety-net in the qualifying exam for students who initially struggle.

Finally, all outdated guidelines were aligned with the new Graduate School Handbook.

The proposers commented that all these changes should be beneficial to students.

The Council asked if a student can re-take a qualifying exam if he/she does not pass it. The proposers responded that they are open to petition, but it would ultimately be up to the Graduate Studies Committee. Myers noted that the department anticipates that most students will not need to take a qualifying exam. If core courses are passed, the qualifying exam is not required.

The Council asked about the petition process to replace a person on his/her candidacy exam. The proposers responded that a student would work with his/her advisor. The issue would likely be handled by email.

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

Szkoda asked the Council if there are many graduate programs that have outdated exams. Smith replied that he is not sure, but exams are discipline-specific and they should be reviewed during program assessment and/or program reviews. Smith informed the Council that the Graduate School is leading a graduate assessment initiative. To date, it has been hard to do graduate assessment because graduate education is so specialized and decentralized at Ohio State.

The Meeting adjourned at 3:55 PM

Respectfully submitted,

W. Randy Smith
Katie Reed