October 24, 2019
Vice Provost W. Randy Smith
Council on Academic Affairs
Office of Academic Affairs

Dear Dr. Randy Smith,

Please find enclosed a proposal from the John Glenn College of Public Affairs for a new undergraduate minor in Civic Engagement. Currently the Glenn College offers a specialization track in Civic Engagement for both our Bachelor of Arts and Bachelor of Sciences degree. This specialization is very popular among Glenn College students, but not an option for other students at the university. Creating a new minor in Civic Engagement will provide an opportunity for all undergraduate students at Ohio State to learn more about this field, while furthering both the Glenn College motto of “Inspiring Citizenship, Developing Leadership,” and the Ohio State motto of “Education for Citizenship.”

This proposed minor will allow students to explore civic engagement through both a political and community development lens, and includes course from numerous departments across the university to help achieve this. Course courses from the Glenn College will provide foundational knowledge in civic engagement as well as public policy, as the two are strongly related. Finally, the proposed minor will be completed through an experiential requirement that can either be fulfilled through an internship or service-learning course.

This minor will serve an important function for Ohio State students, as it provides in depth exploration of some of the key issues facing science, technology, and engineering policy today. The program adheres to university standards for minors, while giving students ample flexibility to take courses that relate to an area of science policy of most interest to them. In closing, we thank the committee for their investment of time to review this request and welcome any feedback.

Sincerely,

Trevor L. Brown, Dean
General Information
Name: Undergraduate Minor in Civic Engagement
Proposed Implementation Date: Summer 2020
Academic Unit Responsible for Administrating the Minor: John Glenn College of Public Affairs

Rationale
The John Glenn College of Public Affairs is pleased to propose a new undergraduate minor in Civic Engagement. The rationale for initiating this minor is to address a curricular gap by providing a cohesive curriculum that creates insight into one of the most important roles of society: civic participation. Students will be introduced to the theories of democratic participation, social equity, and collaborative governance that underpin public participation in institutions to affect social and political change.

The primary audience for the minor will be undergraduate students across the university who want to broaden their knowledge about public participation in the U.S. Currently, the Glenn College offers a specialization track in Community Organization and Civic Engagement as part of our Bachelor of Arts and Bachelor of Sciences programs, but it is restricted to students pursuing a Glenn College major. This proposed minor will allow students from outside the Glenn College to engage in a program of study focusing on civic engagement. This would mirror our offerings in the area of nonprofit education, as the Glenn College offers a specialization in Nonprofit Management for students enrolled in our degree programs, and a minor in Nonprofit Management for students outside the college. Our introduction to civic engagement course, Public Affairs 2120, is a popular course that is near max enrollment each term. In autumn 2019, 32% of students enrolled in the course are not pursuing a Glenn College major, suggesting that there would be demand for this area of study across campus. The minor will engage students in the study of the institutions, organizations, policies, and human behavior building competencies in political and community engagement. The minor will help students to learn how to engage and lead citizen participation to improve public policies at the intersection of the public, private, and nonprofit sectors.

The curriculum will also serve to support the University’s strategic objectives to increase community outreach and engagement, particularly with the service-learning component of the course. In turn, adding value to the region and state.

Relationship with Other Programs
The minor in Civic Engagement is designed to complement other studies across campus, and as such, the program will have relationships with a number of other programs across the campus. Political engagement is one of the foundational components of the civic engagement minor, thus the Department of Political Science is a key stakeholder offering courses in public opinion, media, and political participation and voting behavior, which students can choose to take to fulfill the political engagement requirement of the minor. The second foundational area is in community engagement. University partners include the Department of Agricultural Communication, Education, and Leadership; the Department of Sociology; the Department of City and Regional Planning; the School of Environment and Natural Resources; and the College of Social Work; as they offer courses in this area from which students can choose to fulfill the community engagement requirement. The third foundational area is in experiential learning. Students will choose to participate in an experiential learning course to fulfill this requirement. University stakeholders offering experiential learning courses include the College of Education, Department of English, Department of Women’s Gender and Sexuality Studies, and other academic units that offer approved service-learning and/or internship courses. We see this proposed minor complementing majors in the departments listed above, along with many others at Ohio State.
Our aspirational and peer institutions have robust curricular programs in civic engagement. The Glenn College not only needs to meet current student demand in attaining skills in civic engagement, but also remain competitive in the market for prospective students. Examples include

- Syracuse University’s Maxwell School of Citizenship and Public Affairs “Citizenship and Civic Engagement” undergraduate major (https://www.maxwell.syr.edu/cce/major/)
- Indiana University’s Paul H. O’Neill School of Public and Environmental Affairs “Civic Leadership” undergraduate major (https://oneill.iupui.edu/academics/undergrad-degrees/civic-leadership.html)
- University of Massachusetts Dartmouth’s undergraduate major in “Leadership and Civic Engagement” (https://www.umassd.edu/programs/leadership-civic-engagement/)
- Penn State’s undergraduate minor in “Civic and Community Engagement” (https://bulletins.psu.edu/undergraduate/colleges/intercollege/civic-community-engagement-minor/)

**Learning Goals/Objectives and Assessment of the Minor**
Upon successful completion of this minor, students will be able to:

- Gain knowledge about the processes, theories, policies, and institutions shape civic engagement, social equity, and democratic participation in the U.S.
- Explore ways to improve collaborative governance across the public, private, and nonprofit sectors
- Develop leadership competencies to apply skills in planning and utilizing participation techniques to solve public policy issues in an experiential setting

The minor in Civic Engagement will be reviewed each year by the College’s Director of Undergraduate Studies. Faculty from the Undergraduate Curriculum Committee will assist. Evaluation criteria will include the ability of the program to 1) deliver a high quality educational experience to participating students; 2) attract enough students to demonstrate relevance and maintain financial stability; 3) achieve a satisfactory level of student completion within a reasonable time frame. The Glenn College will also conduct periodic review of the courses to ensure they are meeting the stated learning goals of the minor.

**Administration and Resource Allocation**
Advising: Student advising for this minor will be provided through the John Glenn College of Public Affairs’ Office of Student Services, in cooperation with students’ home college advisors.

Faculty resources: Civic Engagement is a core tenant of the college and the legacy of Senator John Glenn. As was previously stated, the Glenn College already offers a specialization track in Community Organization and Civic Engagement for students enrolled in our degree programs, and many of the courses included in the track are part of the proposed minor. The two required courses for the minor are core components of our undergraduate degrees, and are regularly offered. They should easily be able to absorb the additional enrollments generated by this new minor. The Glenn College is at the forefront of civic engagement education, and is in an ideal position to offer this minor in terms of both faculty expertise and the ability to offer the necessary classes.
Advisory Committee: The Glenn College will coordinate the minor through an advisory committee that will be appointed by the Glenn College Director of Undergraduate Studies. The committee will consist of Glenn College faculty and staff representatives. Other units on campus that have an interest in the minor (such as political science, sociology, and the Office of Service Learning) will be invited to participate on the minor advisory committee.

Expected enrollments: We expect to attract 15-20 undergraduates in the first year. With effort and outreach, we hope to attract additional undergraduate minors over the coming years towards a goal of 50 undergraduate minors by 2021.

Requirements for the Minor
This proposal is fully aligned with the OSU policy for Undergraduate Minors:
An undergraduate minor consists of a coherent curricular program designed to allow students to pursue academic interests that go beyond their major. Students pursue minors to complement their major’s area of specialization, to better define themselves academically and to employers, to gain credit for classes previously taken that do not count towards a major degree, or merely to pursue other interests. In addition, some academic units require their students to obtain a minor. Students may take any minor in any college provided that they follow the curricular guidelines set by the college or unit that administers the minor.

Specific prerequisites are kept to a minimum. The intent of the program is to serve as an integrative experience for students who have a passion for service and seek to bring positive change to their communities. Inviting students from all colleges to study civic engagement together will enhance their ability to integrate different points of view and to learn to communicate across disciplines.

The minor consists of fifteen semester credit hours (five three credit hour courses) composed of two required core courses from the John Glenn College of Public Affairs, one elective focusing on political engagement, one elective focusing on community engagement, and one experiential requirement that is met through either an internship or service learning course. The elective and experiential courses are drawn from a number of departments across campus including public affairs, political science, sociology, community leadership, and educational studies.
The Civic Engagement minor has three goals, which provide an interdisciplinary set of knowledge and skills. Upon successful conclusion of this minor students will be able to:

- Gain knowledge about the processes, theories, policies, and institutions shape civic engagement, social equity, and democratic participation in the U.S.
- Explore ways to improve collaborative governance across the public, private, and nonprofit sectors
- Develop leadership competencies to apply skills in planning and utilizing participation techniques to solve public policy issues in an experiential setting

The undergraduate minor in Civic Engagement requires completion of a minimum of 15 credit hours. Students are required to take the 6 hours listed as foundational courses, and one course from each of the three categories below (for a total of 9 credits).

### Foundational Courses: Required (6 Credit Hours)
PUBAFRS 2110 Introduction to Public Affairs
PUBAFRS 2120 Public Service and Civic Engagement

### Political Engagement (Choose One; 3 Credit Hours)
PUBAFRS 4510 Law and Public Affairs
PUBAFRS 4020 Contemporary Issues in Governance: Washington DC
POLITSC 3912 Political Leadership
POLITSC 4152 Campaign Politics
POLITSC 4160 Public Opinion
POLITSC 4164 Political Participation and Voting Behavior
POLITSC 4165 The Mass Media and American Politics
SWK 3201 Social and Economic Justice
SWK 5015 Social Work and the Law

### Community Engagement (Choose One; 3 Credit Hours)
PUBAFRS 2130 Leadership in the Public and Nonprofit Sectors
PUBAFRS 2150 Introduction to Nonprofit Organizations
PUBAFRS 4021 Policy Analysis Application: Washington DC
PUBAFRS/AFAMAST/COMPSTD 5240 Race and Public Policy
PUBAFRS 5250 Poverty, Inequality, and Public Policy
POLITSC 4127: Governing Urban America
COMLDR 3530 Foundations of Personal and Professional Leadership
COMLDR 3535 Toward Cultural Proficiency
COMLDR 4430 Leadership in Teams and Community Organizations
CRPLAN 3500 The Socially Just City
ENR 3500 Community, Environment and Development
SOCIOL 3463 Social Stratification: Race, Class, and Gender
SWK 4503 Generalist Practice with Larger Systems

### Experiential Requirement (Choose One; 3 Credit Hours)
PUBAFRS 4191.01/.02/.03 Internship in Public Affairs
EDUCST 5880.04S Interprofessional Education: Collaboration in Urban Communities
ESHESA 2571S Leadership in Community Service
ENGLISH 4567S Rhetoric and Community Service: A Writing Seminar
WGSST 3385 Women in Political Leadership
Approved Service Learning Class
Approved Internship Credit from Other Department

### Special Topics Courses:
Students may petition to use courses that are relevant. They should check with Glenn College advising as to the appropriateness of the courses.
Hi Chris,

The members of the Human Sciences Graduate Studies Committee voted in favor of offering concurrence for the proposed course Public Affairs 7574.

The members of the Human Sciences Undergraduate Studies Committee voted in favor of offering concurrence for the proposed Civic Engagement Minor.

Best of luck with both the course and the minor!

Gene

H. Eugene Folden, Ph.D.
Associate Professor, Clinical
Co-Director of Curriculum
Co-Chair, Graduate and Undergraduate Studies
Department of Human Sciences
College of Education and Human Ecology
1787 Neil Avenue
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Thanks for reaching out – yes, concurrence requests can come through me until we have identified a new ADAA... I’m forwarding your request to the Department Associate Chairs for review. If they have questions, I hope that they will reach out to you directly.

Many thanks,
Natasha

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From: Adams, Christopher
Sent: Wednesday, September 11, 2019 11:24 AM
To: Slesnick, Natasha
Cc: Greenbaum, Robert
Subject: Glenn College Concurrence Requests

Professor Slesnick,

I hope you are having a nice week. The Glenn College has two concurrence requests for the College of EHE. One is a new undergraduate minor in Civic Engagement, and the other is a new graduate level course. I have been told that you are the current contact for EHE but if that is not the case, please forward to the appropriate person. Please do not hesitate to reach out if you have any questions or need anything else. We would appreciate a response by September 25 so that we can continue with the curricular review process in a timely manner.

Thank you for your consideration.

Best,
Chris

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Chris Adams, MPA
Director of Student Services and Programs
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Check out the Glenn College’s new graduate offerings! MPA-DC, Online MPAL, Online Grad Certificates, and more!
Hi Chris,

Thank you for thinking of us and including some of our classes.

Looks like this minor will benefit OSU students.

The Department of Agricultural Communication, Education, and Leadership supports this request with positive concurrence.

Hope all moves forward!

Scott

Scott D. Scheer, Ph.D.
Interim Chair & Professor, Agricultural Communication, Education, and Leadership
Community and Extension Education Specialization Coordinator
Community Outreach Education & Youth Development Minors Contact
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2120 Fyffe Road, Room 200K
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From: Adams, Christopher <adams.615@osu.edu>
Sent: Wednesday, September 11, 2019 11:52 AM
To: Scheer, Scott <scheer.9@osu.edu>
Cc: Greenbaum, Robert <greenbaum.3@osu.edu>
Subject: Glenn College Concurrence Request

Professor Scheer,

I hope fall semester is going well for you so far. The Glenn College is working to develop a new undergraduate minor in Civic Engagement, and we wanted to request concurrence from the Community Leadership Department at the College of FAES. Currently we have a track in civic engagement as part of our majors, and we are essentially proposing to turn that into a minor in which all students can partake. As you can see from the proposal, the minor would contain a requirement in community engagement. We have included a number of community leadership
classes in this category but would certainly welcome additional suggestions. Please let me know if you need anything else. We would appreciate a response by September 25 so that we can continue with the curricular review process in a timely manner. If you are not the appropriate person to be receiving this request, please let me know and/or forward to the correct person.

Thanks for your consideration.

Best,
Chris

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Dear Chris,

Excellent.

I agree.

And thank you.

Greg

Greg,

Thanks for your response. We’re happy to add PS 4127 to the Community Engagement category. Many of our students take that class as part of our Urban Policy and Management track, and speak highly of it.

We appreciate your response and will move forward with the proposal this week. We think it will be of great interest to many students from both our programs, along with many others.

Best,
Chris

Dear Chris,

I’m sorry it has taken me so long to respond.
Under Political Engagement, all of our courses are available and are taught, although, as you’d expect some more than others.

Under Community Engagement, may we suggest PS 4127, Governing Urban America?

Let me know what you think.

Best, Greg

Gregory A. Caldeira
Chair, Department of Political Science
Distinguished University Professor
Dreher Chair in Political Communication and Policy Thinking
Professor of Law

2020 Derby Hall, Columbus OH 43017, caldeira.1@osu.edu
Dear Chris and Robert:

Thank you for the opportunity to review your proposed new undergraduate minor in Civic Engagement and the new Mixed Methods Policy Research course. Both proposals are exciting and we enthusiastically endorse your plan. With respect to the Civic Engagement minor, we are thrilled to see that there will be electives focusing on political engagement, community engagement, and experiential learning. The College of Social Work’s undergraduate degree (BSSW) prepares students to engage with multiple systems and at many levels. As such, we suggest that students be made aware of three social work courses in particular that could very well satisfy the elective component of the civic engagement minor. The three courses are:

- 3201: Social and Economic Justice (Political Engagement section)
- 4503: Generalist Practice with Larger Systems (Community Engagement section)
- 5015: Social Work and the Law (Political Engagement section)

Please see attached course syllabi. Additionally, for those BSSW students interested in earning the minor, it would be important to note how their already required field placement might satisfy the experiential requirement.

Finally, please consider adding the College of Social Work to your list of other disciplines that offer relevant electives. My colleague, Jennie Babcock (copied here), is a perfect resource should you want to discuss further the relevance of the three social work courses to the civic engagement minor.

We are especially excited about your new graduate-level mixed methods research course. You have certainly identified curricular gaps related to policy-level research. Our MSW Director, Lois Stepney (copied here,) was thrilled to
learn that there could potentially be another research elective that we could direct our masters students to explore.

We offer a mixed methods course for our doctoral students. Our mixed methods course is co-taught by Drs. Quinn and Maleku. Drs. Quinn and Maleku were enthusiastic about Dr. Garner’s syllabus and they have some great insights to share. If Dr. Garner is interested in doing so, Drs. Quinn and Maleku would be open to an opportunity to connect with her to talk about their respective courses and strategies for maximizing student experiences with the content.

Wishing you all the best in these new offerings.

Ramona

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THE OHIO STATE UNIVERSITY

From: Denby, Ramona W.
Sent: Wednesday, September 11, 2019 1:57 PM
To: Adams, Christopher <adams.615@osu.edu>
Cc: Greenbaum, Robert <greenbaum.3@osu.edu>
Subject: RE: Glenn College Concurrence Request

Thanks, Chris and Robert. Thank you for sharing this information. We are happy to review and circle back to you with our observations and feedback. Thanks.

Ramona
Professor Denby

I hope you are having a nice week. The Glenn College has two concurrence requests for the College of Social Work. One is a new undergraduate minor in Civic Engagement, and the other is a new graduate level course. I have been told that you are the current contact for Social Work but if that is not the case, please forward to the appropriate person. Please do not hesitate to reach out if you have any questions or need anything else. We would appreciate a response by September 25 so that we can continue with the curricular review process in a timely manner.

Thank you for your consideration.

Best,

Chris

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