

From: [Smith, Randy](#)
To: [Clark, Jill](#)
Cc: [Andridge, Rebecca](#); [Reed, Katie](#); [Smith, Randy](#); [Orr, James](#); [Duffy, Lisa](#); [Greenbaum, Rob](#); [Brown, Trevor](#)
Subject: Proposal to establish an undergraduate minor in Local Government
Date: Thursday, July 13, 2023 1:39:07 PM
Attachments: [image001.png](#)

Jill:

The proposal from the John Glenn College of Public Affairs to establish an undergraduate minor in Local Government was approved by the Council on Academic Affairs at its meeting on July 12, 2023. Thank you for attending the meeting to respond to questions/comments.

No additional level of internal approval is necessary. This action will be included in the Council's next Annual Activities Report to the University Senate (July 2023).

The Office of the University Registrar will work you with any implementation issues.

Please keep a copy of this message for your file on the proposal and I will do the same for the file in the Office of Academic Affairs.

If you have any questions please contact the Chair of the Council, Professor Rebecca Andridge (.1) or me.

Randy



W. Randy Smith, Ph.D.

Vice Provost for Academic Programs

Office of Academic Affairs

203 Bricker Hall, 190 North Oval Mall, Columbus, OH 43210

614-292-5881 Office

smith.70@osu.edu



THE OHIO STATE UNIVERSITY

John Glenn College of Public Affairs

Trevor L. Brown
Dean and Professor

350 Page Hall
1810 College Road
Columbus, OH 43210

(614) 292-8696
brown.2296@osu.edu
glenn.osu.edu

May 19, 2023

Vice Provost W. Randy Smith
Council on Academic Affairs
Office of Academic Affairs

Dear Dr. Randy Smith:

Please find enclosed proposals for three new undergraduate minors in **Education Policy, Local Government, and Public Management**. We currently offer specializations to our students in each of these areas. We are submitting these three new minors together as part of an effort to transition current "specializations" to minors. We currently offer five minors and six specializations, resulting in 11 subprograms. Ultimately, by transitioning our specializations to minors, we will reduce our offering to eight minors (no specializations). As such, we simplify our offerings for both students and advisors, expand proven programming to students outside the college, and provide the opportunity for our students to take a minor outside of our college related to their public affairs interests. The proposal to convert our specialization tracks to minors was unanimously approved by the Glenn College Undergraduate Curriculum Committee, via electronic vote, in the second week of May 2023.

The primary audience for the minor will be undergraduate students in the Glenn College and across the university who want to develop knowledge on the interface between public policy and the US education system, or their competencies in the functions of local government, or management and leadership competencies necessary for a public service career or graduate study in related fields. 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 Local Government

Proposed Implementation Date: Autumn 2023

Academic Unit Responsible for Administering the Minor: John Glenn College of Public Affairs

Rationale

This minor explores the critical societal role of local government. Local governments, both major cities and small towns, touch and impact the public daily, providing essential public services such as public safety, sanitation, water and sewer, and transportation services.

The minor introduces students to the challenges and opportunities that local government administrators and elected officials confront in serving the diverse needs of their communities. The minor addresses the context, responsibilities, and institutions of local government and introduces students to important leadership, financial, and analytical skills necessary to the operation and improvement of local government.

The primary audience for the minor will be undergraduate students in the Glenn College and across the university who want to develop their competencies in the functions of local government. Currently, the Glenn College offers a specialization track in Urban Policy and Management 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 builds on the foundation of this specialization but narrows offerings to those pertaining to the functions of local government and the issues with which it. The creation of this minor is part of a larger initiative to transition our specializations to minors. We currently offer five minors and six specializations, resulting in 11 subprograms. Ultimately, by transitioning our specializations to minors, we will reduce our offering to eight minors (no specializations). As such, we simplify our offerings for both students and advisors, expand proven programming to students outside the college, and provide the opportunity for students to take a minor outside of our college related to their public affairs interests.

Learning Goals/Objectives and Assessment of the Minor

Upon successful completion of this minor, students will be able to:

1. Understand financing of public services by state and local governments, including the fiscal relationships among local, state, and federal governments.
2. Identify local government problems and apply analytical tools to address these problems.
3. Understand the basic legal framework, common structures, and functions of local governments.

The minor in Local Government 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: The Glenn College has ample capacity to frequently offer the courses required of the minor, both through core faculty and practitioner instructors. Foundational courses are already taught regularly as part of our major and existing specialization track and should easily be able to absorb the additional enrollments generated by this new minor.

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 the departments of political science, economics, and the city and regional planning) 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 2025.

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 want to learn more about local government administration and seek to bring positive change to their communities. Inviting students from all colleges to study local government together will enhance their ability to integrate different points of view and to learn to communicate across disciplines.

This undergraduate minor requires completion of a minimum of 15 credit hours. Given the requirements of the Glenn College's undergraduate majors, the curriculum of this minor will differ slightly depending on the student's program of study. Glenn College students will take three required courses and two electives, while non-Glenn College students will take four required courses and one elective.

Non-JGCPA Majors - Foundational Courses (Take all three of these courses)

PUBAFRS 3500 - Public Management

PUBAFRS 4030 - Public Budgeting

PUBAFRS 4310 - State and Local Government Finance

JGCPA Majors - Foundational Courses (Take both these courses)

PUBAFRS 4030 - Public Budgeting

PUBAFRS 4310 - State and Local Government Finance

Required Course (all students)

PUBAFRS - 5030 Local Government

Other Courses (one course for non-JGCPA Majors; two courses for JGCPA Majors):

PUBAFRS 2110 - Introduction to Public Affairs

PUBAFRS 2130 - Leadership in the Public and Nonprofit Sectors

PUBAFRS 2170 - Equity, Justice, and Public Service

PUBAFRS 3000 - Public Policy Analysis

PUBAFRS 3110 - Education Policy in a Changing World

PUBAFRS 4191.01/.03 - Public Affairs Internship

PUBAFRS 4510 - Law and Public Affairs

PUBAFRS 5400 - Planning for Housing

PUBAFRS 5240 - Race and Public Policy in the United States

PUBAFRS 5250 - Poverty, Inequality, and Public Policy

PUBAFRS 5531 - Economic Development Policy and Practice

PUBAFRS 5750 - The Business-Government Relationship

PUBAFRS 5591 - Lobbying and Government Relations (3 hours)

AEDECON 3680 - Regional Economics and Sustainable Growth (3 hours)

AEDECON 5330 - Benefit-Cost Analysis

AFAMAST 2218 - Black Urban Experience

BUSFIN 3400 - Introduction to Real Estate

BUSMHR 3303 - Human Resources Analytics

CRPLAN 2000 - Introduction to City and Regional Planning

CRPLAN 3210 – Sustainable Urban Planning and Policy

CRPLAN 3310 – Participation, Inclusion, and Dispute Resolution

CRPLAN 3400 - Planning for Sustainable Economic Development

CRPLAN 3500 - The Socially Just City

CRPLAN 3600 – Land Development

CRPLAN 3610 - Sex and the City

CRPLAN 5170 - Planning & Zoning in Local Government

CRPLAN 5200 – Metropolitan and Regional Planning

CRPLAN - 5250 Regional Economic Development Theory and Policy

ENR 3500 - Community, Environment and Development

EDUTL - 4005 Urban Teaching and Learning

ESHESA - 2571S Leadership in Community Service

HIST - 3040 The American City

POLITSC - 4127 Governing Urban America

RURLSOC - 4500 Leadership and Community Development

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.

The following guidelines govern this minor:

Required for graduation: No

Credit hours required: A minimum of 15. At least 6 credit hours must be at the 3000 level or above.

Transfer credit hours allowed: Permitted, up to 6 total hours of transfer credit and/or credit by examination.

Overlap with the GE: Permitted, up to 6 hours.

Overlap with the major and additional minors:

- The minor must be in a different subject than the major.
- Each minor completed must contain a minimum of 12 hours distinct from the major and/or additional minors (i.e. minors that require more than 12 credit hours may overlap those hours beyond 12 with the major or with another minor,

Grades Required:

- Minimum C- for a course to be listed on the minor.
- Minimum 2.0 cumulative GPA required in the minor course work.
- Course work graded Pass/Non-Pass cannot count toward the minor.
- No more than 3 credit hours of courses graded Satisfactory/Unsatisfactory may count toward the minor.

**The Ohio State University
John Glenn College of Public Affairs**

Local Government Minor (LOCGOV-MN)

For more information regarding this minor, please contact the John Glenn College of Public Affairs, 110 Page Hall, 1810 College Rd, Columbus, OH 43210; 614-292-8696 www.glenn.osu.edu. Please see your college advisor to declare the minor.

The Local Government minor has three goals, which provide an interdisciplinary set of knowledge and skills. Upon successful completion of this minor, students will be able to:

1. Understand financing of public services by state and local governments, including the fiscal relationships among local, state, and federal governments.
2. Identify local government problems and apply analytical tools to address these problems.
3. Understand the basic legal framework, common structures, and functions of local governments.

The undergraduate minor in Local Government requires completion of a minimum of 15 credit hours. Given the requirements of the Glenn College's undergraduate majors, the curriculum of this minor will differ slightly depending on the student's program of study. Glenn College students will take three required courses and two electives, while non-Glenn College students will take four required courses and one elective.

Non-JGCPA Majors - Foundational Courses (Take all three of these courses – 9 hours)

PUBAFRS 3500 - Public Management
PUBAFRS 4030 - Public Budgeting
PUBAFRS 4310 - State and Local Government Finance

JGCPA Majors - Foundational Courses (Take both these courses – 6 hours)

PUBAFRS 4030 - Public Budgeting
PUBAFRS 4310 - State and Local Government Finance

Required Course (all students – 3 hours)

PUBAFRS - 5030 Local Government

Elective Courses - non-JGCPA Majors take one course (3 hours):

JGCPA Majors take two classes (6 hours):

PUBAFRS 2110 - Introduction to Public Affairs
PUBAFRS 2130 - Leadership in the Public and Nonprofit Sectors
PUBAFRS 2170 - Equity, Justice, and Public Service
PUBAFRS 3000 - Public Policy Analysis
PUBAFRS 3110 - Education Policy in a Changing World
PUBAFRS 4191.01/.03 - Public Affairs Internship
PUBAFRS 4510 - Law and Public Affairs
PUBAFRS 5400 - Planning for Housing
PUBAFRS 5240 - Race and Public Policy in the United States
PUBAFRS 5250 - Poverty, Inequality, and Public Policy
PUBAFRS 5531 - Economic Development Policy and Practice
PUBAFRS 5750 - The Business-Government Relationship
PUBAFRS 5591 - Lobbying and Government Relations
AEDECON 3680 - Regional Economics and Sustainable Growth
AEDECON 5330 - Benefit-Cost Analysis
AFAMAST 2218 - Black Urban Experience
BUSFIN 3400 - Introduction to Real Estate
BUSMHR 3303 - Human Resources Analytics
CRPLAN 2000 - Introduction to City and Regional Planning
CRPLAN 3210 - Sustainable Urban Planning and Policy
CRPLAN 3310 - Participation, Inclusion, and Dispute Resolution
CRPLAN 3400 - Planning for Sustainable Economic Development
CRPLAN 3500 - The Socially Just City
CRPLAN 3600 - Land Development
CRPLAN 3610 - Sex and the City
CRPLAN 5170 - Planning & Zoning in Local Government
CRPLAN 5200 - Metropolitan and Regional Planning
CRPLAN - 5250 Regional Economic Development Theory and Policy
ENR 3500 - Community, Environment and Development

EDUTL - 4005 Urban Teaching and Learning
ESHESA - 2571S Leadership in Community Service
HIST - 3040 The American City
POLITSC - 4127 Governing Urban America
RURLSOC - 4500 Leadership and Community Development

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.

Nonprofit Management minor program guidelines

The following guidelines govern this minor:

Required for graduation No

Credit hours required A minimum of 15

Transfer and EM credit hours allowed: A student is permitted to count up to 6 total hours of transfer credit and/or credit by examination

Overlap with the GE Permitted, up to 6 hours.

Overlap with the major

- The minor must be in a different subject than the major.
- Each minor completed must contain a minimum of 12 hours distinct from the major and/or additional minors (i.e. minors that require more than 12 credit hours may overlap those hours beyond 12 with the major or with another minor,

Overlap between minors Each minor completed must contain 12 unique hours.

Grades required

- Minimum C- for a course to be listed on the minor.
- Minimum 2.00 cumulative point-hour ratio required for the minor.
- Course work graded Pass/Non-Pass cannot count on the minor.
- No more than 3 credit hours of courses graded Satisfactory/Unsatisfactory may count toward the minor

Approval required The minor coursework must be approved by the academic unit offering the minor.

Filing the minor program form The minor program form must be filed at least by the time the graduation application is submitted to a college/school counselor.

Changing the minor Once the minor program is filed in the college office, any changes must be approved by a college/school counselor.

College of Arts and Sciences
Curriculum and Assessment Services
164 Denney Hall, 164 W 17th Ave.
artsandsciences.osu.edu

Received x/xx/xx
Updated x/xx/xx

From: [Adams, Christopher](#)
To: [Prud'homme, Andrea](#)
Cc: [Greenbaum, Rob](#)
Subject: RE: Concurrence request
Date: Thursday, May 4, 2023 5:14:00 PM
Attachments: [Public Management Minor Proposal 2023_05_03.docx](#)
[image001.png](#)
[Local Government Minor Proposal 2023_05_03.docx](#)

Dr. Prud'homme,

I wanted to follow-up on my email from last week and include complete proposals with additional information for the minors here in case that will be helpful in your review. Please let us know if you need anything else.

Thanks,
Chris

From: Adams, Christopher
Sent: Friday, April 28, 2023 3:20 PM
To: Prud'homme, Andrea <prudhomme.3@osu.edu>
Cc: Greenbaum, Rob <greenbaum.3@osu.edu>
Subject: Concurrence request

Dr. Prud'homme,

I hope the semester is ending on a high note for you. The Glenn College is proposing to convert our existing specialization tracks into undergraduate minors, two of those being Public Management and Local Government. Both proposed minors include courses from the Fisher College of Business, so we are reaching out to ask for concurrence. We also welcome suggestions about other courses that might be appropriate to include. Please review and let us know if you have any feedback. We would appreciate a response by May 15 if possible. Don't hesitate to reach out to us with any questions.

Thanks, and have a nice weekend.

-Chris



Chris Adams, MPA
Director of Student Services and Programs
John Glenn College of Public Affairs
110C Page Hall
614-247-2512
adams.615@osu.edu glenn.osu.edu
(he/him/his)

Working remotely on Mondays and Tuesdays

From: [Adams, Christopher](#)
To: [Bagent, Aaron](#); [Locascio, Pete](#)
Subject: RE: Concurrence Contact
Date: Thursday, May 4, 2023 5:08:00 PM
Attachments: [Social Justice Advocacy & Public Policy Minor Proposal.docx](#)
[image001.png](#)
[Education Policy Minor Proposal.docx](#)

Hi Aaron,

I have attached complete proposals with additional information for the minors here in case that will be helpful in your review.

Thanks,
Chris

From: Adams, Christopher
Sent: Monday, May 1, 2023 9:40 AM
To: Bagent, Aaron <bagent.14@osu.edu>; Locascio, Pete <locascio.7@osu.edu>
Subject: RE: Concurrence Contact

Thanks Pete and Aaron!

Aaron, I am attaching the curriculum draft for the Education Policy minor, as well as our proposed new Social Justice Advocacy and Public Policy Minor, as you might want to weigh-in on that one as well. We'd appreciate a response by May 14 if possible.

Best,
Chris

From: Bagent, Aaron <bagent.14@osu.edu>
Sent: Monday, May 1, 2023 9:20 AM
To: Locascio, Pete <locascio.7@osu.edu>; Adams, Christopher <adams.615@osu.edu>
Subject: RE: Concurrence Contact

Good morning Chris,

Could you provide me with the name of the minor as well as any materials you have about the minor so that I can get that information over to the Department of Educational Studies?

Thanks!



Aaron Bagent
Curriculum Specialist

College of Education and Human Ecology Office of Undergraduate Education
The Ohio State University
A100 PAES Building, 305 Annie and John Glenn Ave, Columbus, OH 43210
614-292-7190
bagent.14@osu.edu
Pronouns: he/him/his

From: Locascio, Pete <locascio.7@osu.edu>
Sent: Monday, May 1, 2023 9:05 AM
To: Adams, Christopher <adams.615@osu.edu>
Cc: Bagent, Aaron <bagent.14@osu.edu>
Subject: RE: Concurrence Contact

Hi Chris,

I'm copying in our curriculum specialist, Aaron Bagent, for his guidance.

Thanks!

Pete Locascio
Interim Executive Director of Advising and Student Services
Director of Curriculum Standards and Academic Policy

The Ohio State University
College of Education and Human Ecology
EHE Office of Undergraduate Education
A100 PAES Building
305 Annie and John Glenn Ave, Columbus, OH 43210
614-292-9261
locascio.7@osu.edu / ehe.osu.edu

Pronouns: he/him/his

From: Adams, Christopher <adams.615@osu.edu>
Sent: Friday, April 28, 2023 1:05 PM
To: Locascio, Pete <locascio.7@osu.edu>
Subject: Concurrence Contact

Hi Pete,

Happy Friday! The Glenn College is proposing a few new undergraduate minors, including one in education policy, and we'd like to reach out to EHE, or maybe educational studies, for concurrence.

From: [Johnson-Motoyama, Michelle](#)
To: [Adams, Christopher](#)
Cc: [Babcock, Jennie](#)
Subject: RE: Social Justice Minor
Date: Thursday, May 18, 2023 2:57:38 PM
Attachments: [image001.png](#)
[image002.png](#)

Hi Chris,

Thank you for the opportunity to review the minor, and apologies for the delayed response! We've had some leadership transitions in our College that I'd like to share with you. I'd like to introduce you to Jennie Babcock, who was recently appointed as our new Assistant Dean for Academic Affairs. You may already know Jennie from her tenure as our undergraduate program director. We're very excited to welcome Jennie to her new role! In addition, I recently transitioned to the position of Associate Dean of Research. We have a new Associate Dean for Academic Affairs joining us in the coming weeks. We'll make that introduction as the candidate is announced.

As for the social justice minor, we think it's a wonderful and timely offering. Social Work 3202 is with the ASC Themes Panel right now. Hopefully, it will be reviewed soon. In addition to the social work electives listed, we'd like to suggest Social Work 5030, Global Social Work Perspectives on Poverty and Inequality as another elective for your consideration.

Chris, I've enjoyed working with you over the past year and have appreciated our collaboration on courses and the minor. I trust you will enjoy working with Jennie and our new associate dean for academic affairs once the individual is onboarded.

Wishing you a great summer,

Michelle



Michelle Johnson-Motoyama, Ph.D., M.S.W.

Professor & Associate Dean for Research

College of Social Work

340B Stillman Hall, 1947 College Road, Columbus, OH 43210

614-688-2491 Office

johnson-motoyama.1@osu.edu <https://csw.osu.edu>

Pronouns: She/her/hers

From: Adams, Christopher <adams.615@osu.edu>

Sent: Thursday, May 4, 2023 5:05 PM

To: Johnson-Motoyama, Michelle <johnson-motoyama.1@osu.edu>

Subject: RE: Social Justice Minor

Hi Michelle,

Here is a more detailed proposal for the Social Justice Advocacy and Public Policy minor. As soon as the new Social Work 3202 course is approved we will gladly add it! Please let me know if you need anything else for us. We welcome your feedback!

Thanks so much.

-Chris

From: Adams, Christopher

Sent: Friday, April 28, 2023 1:30 PM

To: Johnson-Motoyama, Michelle <johnson-motoyama.1@osu.edu>

Subject: Social Justice Minor

Hi Michelle,

After some delay, I am sending you the Glenn College's proposal for the Social Justice Advocacy and Public Policy minor for concurrence. We have a few Social Work courses included and would welcome other suggestions as appropriate. We would appreciate a response by May 15, at which point we would assume concurrence.

Please let me know if you have any questions.

Best,
Chris



THE OHIO STATE UNIVERSITY

Chris Adams, MPA

Director of Student Services and Programs

John Glenn College of Public Affairs

110C Page Hall

614-247-2512

adams.615@osu.edu glenn.osu.edu

(he/him/his)

Working remotely on Mondays and Tuesdays

From: [Hanlon, Bernadette](#)
To: [Adams, Christopher](#)
Cc: [Greenbaum, Rob](#); [Van Maasakkers, Tijs](#)
Subject: Re: Concurrence request
Date: Tuesday, May 9, 2023 3:46:48 PM
Attachments: [image001.png](#)
[image002.png](#)

Chris,

These are great minors and thanks for including CRP courses in the proposal. There are no concurrency issues on our end. I do have some suggestions for courses to add. See the following:

For the social justice and advocacy minor:

CRPLAN 3300 Planning for and With People; this is focused on participatory processes in planning
CRPLAN 3510 Crime, Safety, and the Urban Environment (also a GE for the Race, Ethnic and Gender Diversity foundation) The course deals with policing as well as perceptions of crime in the city
CRPLAN 2000 Introduction to City and Regional Planning; lots of social justice issues here!
CRPLAN 3610 Sex and the City; this course examines issues affecting sexual minorities.
CRPLAN 5997 Planning in the Developing World; focuses on issues concerning the society and economy of the Global South

For the Local Government minor:

CRPLAN 2000 Introduction to City and Regional Planning
CRPLAN 3210 Sustainable Urban Planning and Policy
CRPLAN 3310 Participation, Inclusion and Dispute Resolution in Planning; *note: PUBAFRS 2120: Public Service and Civic Engagement is a prereq*
CRPLAN 3600 Land Development this course asks students to write zoning code and learn about the site development process in the city.
CRPLAN 3610 Sex and the City; this course also in part considers the regulation of sex-oriented businesses in the city .
CRPLAN 5200 Metropolitan and Regional Planning; this course considers issues of regional policy and governance.

There is also our housing course that is cross listed with public affairs which would apply to both minors (PUBAFRS 5200/CRPLAN 5200 Planning for Housing which focuses on affordable housing policies and the city).

These are courses we teach regularly too so hopefully policy students will have some choices. They are all 3 credit hour courses.

Best,

Bernadette

Bernadette Hanlon, PhD.
Associate Professor
Chair of BSCR Program
Editor-in-Chief of the *Journal of Urban Affairs*
City and Regional Planning
Knowlton School, College of Engineering
275 West Woodruff Avenue, Columbus, OH 43210
Tel: 614-292-7470
Email: hanlon.42@osu.edu
Website: www.bernadette-hanlon.com

From: Adams, Christopher <adams.615@osu.edu>
Date: Thursday, May 4, 2023 at 5:07 PM
To: Hanlon, Bernadette <hanlon.42@osu.edu>
Cc: Greenbaum, Rob <greenbaum.3@osu.edu>, Van Maasakkers, Tijs
<vanmaasakkers.1@osu.edu>
Subject: RE: Concurrence request

Hi Bernadette,

Thanks for reviewing our new minors. I have attached complete proposals with additional information here in case that will be helpful in your review.

Best,
Chris

From: Hanlon, Bernadette <hanlon.42@osu.edu>
Sent: Monday, May 1, 2023 7:18 AM
To: Adams, Christopher <adams.615@osu.edu>
Cc: Greenbaum, Rob <greenbaum.3@osu.edu>; Van Maasakkers, Tijs <vanmaasakkers.1@osu.edu>
Subject: Re: Concurrence request

Dear Christopher

We will take a look at this. There may be other CRP classes that are appropriate. I have cc'd Tijs Van Maasakkers on this email. He will be taking over as UG chair for CRP in the Fall. I will get back to you by May 15.

Thanks,
Bernadette

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From: Adams, Christopher <adams.615@osu.edu>

Sent: Friday, April 28, 2023 3:32 PM

To: Hanlon, Bernadette <hanlon.42@osu.edu>

Cc: Greenbaum, Rob <greenbaum.3@osu.edu>

Subject: Concurrence request

Dr. Hanlon,

I hope the semester is ending on a high note for you. The Glenn College has developed a proposal for new undergraduate minors including "Local Government" and "Social Justice Advocacy & Public Policy." Both proposed minors include courses from City and Regional Planning, so we are reaching out to ask for concurrence. We also welcome suggestions about other courses that might be appropriate to include. Please review and let us know if you have any feedback. We would appreciate a response by May 15 if possible. Don't hesitate to reach out to us with any questions. I had you listed as the undergraduate chair in CRP but if that is no longer the case feel free to forward to the appropriate contact, or let me know to whom I should send the documents.

Thanks, and have a nice weekend.

-Chris



THE OHIO STATE UNIVERSITY

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(he/him/his)

Working remotely on Mondays and Tuesdays

From: [Vankeerbergen, Bernadette](#)
To: [ASC SBS-Chairs](#); [ASC AH-Chairs-Directors](#)
Cc: [Adams, Christopher](#); [Martin, Andrew](#)
Subject: FW: Concurrence Requests
Date: Friday, May 5, 2023 4:20:08 PM
Attachments: [Education Policy Minor Proposal.docx](#)
[image001.png](#)
[Social Justice Advocacy & Public Policy Minor Proposal.docx](#)
[Public Management Minor Proposal 2023_05_03.docx](#)
[Local Government Minor Proposal 2023_05_03.docx](#)

Dear SBS and A&H Chairs and Directors,

The John Glenn College has developed a proposal to convert three of their specialization tracks (Public Management, Education Policy, Local Government) into undergraduate minors and create a brand-new minor in Social Justice Advocacy and Public Policy. Please see the attached documents.

The Glenn College is requesting concurrence for the proposed new minors. Please email your responses/concurrences to Christopher Adams (adams.615@osu.edu), Director of Student Services and Programs in JGC, and cc me. *Responses are due by **Monday, May 22, 2023***. Concurrence will be assumed if no response is received within two weeks.

Please let me know if you have any questions.

Many thanks,
Bernadette



THE OHIO STATE UNIVERSITY

Bernadette Vankeerbergen, Ph.D.
Assistant Dean, Curriculum
College of Arts and Sciences
114F University Hall, 230 North Oval Mall
Columbus, OH 43210
Phone: 614-688-5679
<http://asccas.osu.edu>

From: Adams, Christopher <adams.615@osu.edu>
Sent: Thursday, May 4, 2023 5:03 PM
To: Vankeerbergen, Bernadette <vankeerbergen.1@osu.edu>
Cc: Martin, Andrew <martin.1026@osu.edu>
Subject: RE: Concurrence Requests

Hi Bernadette,

I have attached full proposal documents for each of our proposed minors here. If you could send out to the SBS and A&H divisions for a concurrence review whenever you are able it would be appreciated. We'd love to receive responses by 5/22 if possible.

From: [Levi, Scott](#)
To: [Adams, Christopher](#)
Subject: FW: Concurrence Requests
Date: Friday, May 5, 2023 4:35:04 PM
Attachments: [Education Policy Minor Proposal.docx](#)
[image001.png](#)
[Social Justice Advocacy & Public Policy Minor Proposal.docx](#)
[Public Management Minor Proposal 2023_05_03.docx](#)
[Local Government Minor Proposal 2023_05_03.docx](#)
[image002.png](#)

Dear Chris,

The Department of History is pleased to grant our concurrence.

Best,

Scott



THE OHIO STATE UNIVERSITY

Scott Levi

Professor and Chair
Department of History
106 Dulles Hall
230 Annie and John Glenn Avenue
Columbus, OH 43210-1367
614-292-3001 Office / 614-292-2447 Office / 614-292-2282 Fax

levi.18@osu.edu history.osu.edu

From: Vankeerbergen, Bernadette <vankeerbergen.1@osu.edu>
Date: Friday, May 5, 2023 at 4:20 PM
To: _ASC SBS-Chairs <ASC-SBS-Chairs@osu.edu>, _ASC AH-Chairs-Directors <ASC-ah-chairs-directors@osu.edu>
Cc: Adams, Christopher <adams.615@osu.edu>, Martin, Andrew <martin.1026@osu.edu>
Subject: FW: Concurrence Requests

Dear SBS and A&H Chairs and Directors,

The John Glenn College has developed a proposal to convert three of their specialization tracks (Public Management, Education Policy, Local Government) into undergraduate minors and create a brand-new minor in Social Justice Advocacy and Public Policy. Please see the attached documents.

The Glenn College is requesting concurrence for the proposed new minors. Please email your responses/concurrences to Christopher Adams (adams.615@osu.edu), Director of Student Services and Programs in JGC, and cc me. *Responses are due by **Monday, May 22, 2023***. Concurrence will be assumed if no response is received within two weeks.

Please let me know if you have any questions.

Many thanks,
Bernadette



THE OHIO STATE UNIVERSITY

Bernadette Vankeerbergen, Ph.D.

Assistant Dean, Curriculum

College of Arts and Sciences

114F University Hall, 230 North Oval Mall

Columbus, OH 43210

Phone: 614-688-5679

<http://ascas.osu.edu>

From: Adams, Christopher <adams.615@osu.edu>

Sent: Thursday, May 4, 2023 5:03 PM

To: Vankeerbergen, Bernadette <vankeerbergen.1@osu.edu>

Cc: Martin, Andrew <martin.1026@osu.edu>

Subject: RE: Concurrence Requests

Hi Bernadette,

I have attached full proposal documents for each of our proposed minors here. If you could send out to the SBS and A&H divisions for a concurrence review whenever you are able it would be appreciated. We'd love to receive responses by 5/22 if possible.

Thanks,
Chris

From: [Adams, Christopher](#)
To: [Sreenivas, Mytheli](#)
Cc: [Vankeerbergen, Bernadette](#); [Clark, Jill](#)
Subject: RE: Concurrence request for Social Justice Advocacy minor
Date: Tuesday, May 16, 2023 10:55:00 PM

Hi Mytheli,

Thank you very much for your feedback here, I apologize for the delay in responding. The Glenn College greatly appreciates having the support of WGSS with these minors. I chatted further with Dr. Jill Clark, our undergraduate studies chair, and we have the following thoughts regarding your comments.

1. We agree that it makes sense to outline the differences between the Social Justice and WGPP minors. There's definitely space for both of them, and they are both very important. We can add a paragraph to the rationale where we address the similarities and distinctions.
2. We are happy to add the WGSS courses focusing on race that you outline below. Do you have a list handy that you can share with us? If not I can look at the course catalog and add some more. We did have pause about including the courses from the WGPP minor though, because that might actually serve to confuse the two minors and defeat the purpose of including the language about how they are different. Do note though, that students can always petition for classes not on the list to count toward the minor, so I could definitely envision a scenario where we would approve a WGSS course not listed on the minor if it makes sense for a particular student.

Please let us know if you have additional thoughts on this. We are also happy to chat further if you would like. Again, we greatly appreciate your support with this exciting new minor!

Best,
Chris

From: Sreenivas, Mytheli <sreenivas.2@osu.edu>
Sent: Monday, May 8, 2023 3:43 PM
To: Adams, Christopher <adams.615@osu.edu>
Cc: Vankeerbergen, Bernadette <vankeerbergen.1@osu.edu>
Subject: Concurrence request for Social Justice Advocacy minor

Dear Christopher,

I'm writing on behalf of the WGSS department, where I'm the chair of the Undergraduate Studies Committee, regarding the social justice advocacy minor.

This sounds like an important and exciting minor, and I'm glad to see Glenn putting it forward.

However, our department did have a few questions:

1. As you know, WGSS partners with the Glenn School for the Women, Gender and Public Policy minor. The new minor seems to have some similarities with that one, and we were wondering if you could address, in the rationale section or elsewhere, what the similarities and

distinctions are.

2. We're glad to see some WGSS courses listed among the electives for the new minor. Might we suggest that the WGSS courses that are already approved for the Women, Gender and Public Policy minor be considered for addition to the list? We also have a number of courses on race, and given the stated focus of the social justice advocacy minor, we think that those might be considered as well.

Thanks so much for your consideration.

Best,
Mytheli

Mytheli Sreenivas, PhD
Professor of History and Women's, Gender and Sexuality Studies
Faculty Fellow, Office of Research
Affiliated Faculty, Department of Near Eastern and South Asian Languages and Cultures
The Ohio State University
Pronouns: she/her/hers
New book: *Reproductive Politics and the Making of Modern India*
Twitter: @ProfMytheli



From: [Vankeerbergen, Bernadette](#)
To: [Adams, Christopher](#)
Subject: Fwd: Concurrence Requests
Date: Wednesday, May 10, 2023 3:03:07 PM
Attachments: [image001.png](#)

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From: Garrett, Kelly <garrett.258@osu.edu>
Sent: Wednesday, May 10, 2023 2:45:15 PM
To: Vankeerbergen, Bernadette <vankeerbergen.1@osu.edu>
Subject: RE: Concurrence Requests

Happy to provide concurrence. /Kelly

From: Vankeerbergen, Bernadette <vankeerbergen.1@osu.edu>
Sent: Friday, May 5, 2023 4:20 PM
To: _ASC SBS-Chairs <ASC-SBS-Chairs@osu.edu>; _ASC AH-Chairs-Directors <ASC-ah-chairs-directors@osu.edu>
Cc: Adams, Christopher <adams.615@osu.edu>; Martin, Andrew <martin.1026@osu.edu>
Subject: FW: Concurrence Requests

Dear SBS and A&H Chairs and Directors,

The John Glenn College has developed a proposal to convert three of their specialization tracks (Public Management, Education Policy, Local Government) into undergraduate minors and create a brand-new minor in Social Justice Advocacy and Public Policy. Please see the attached documents.

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Please let me know if you have any questions.

Many thanks,
Bernadette



THE OHIO STATE UNIVERSITY

Bernadette Vankeerbergen, Ph.D.
Assistant Dean, Curriculum
College of Arts and Sciences
114F University Hall, 230 North Oval Mall

| | |
|--|---------------------------------------|
| Fiscal Unit/Academic Org | John Glenn College of Pub Aff - D4240 |
| Administering College/Academic Group | John Glenn College of Pub Aff |
| Co-administering College/Academic Group | |
| Semester Conversion Designation | New Program/Plan |
| Proposed Program/Plan Name | Local Government Minor |
| Type of Program/Plan | Undergraduate minor |
| Program/Plan Code Abbreviation | LOCGOV |
| Proposed Degree Title | |

Credit Hour Explanation

| Program credit hour requirements | | A) Number of credit hours in current program (Quarter credit hours) | B) Calculated result for 2/3rds of current (Semester credit hours) | C) Number of credit hours required for proposed program (Semester credit hours) | D) Change in credit hours |
|---|---------|---|--|---|---------------------------|
| Total minimum credit hours required for completion of program | | | | 15 | |
| Required credit hours offered by the unit | Minimum | | | 9 | |
| | Maximum | | | 15 | |
| Required credit hours offered outside of the unit | Minimum | | | 0 | |
| | Maximum | | | 6 | |
| Required prerequisite credit hours not included above | Minimum | | | | |
| | Maximum | | | | |

Program Learning Goals

Note: these are required for all undergraduate degree programs and majors now, and will be required for all graduate and professional degree programs in 2012. Nonetheless, all programs are encouraged to complete these now.

Program Learning Goals

- Upon successful completion of this minor, students will be able to:
- Understand financing of public services by state and local governments, including the fiscal relationships among local, state, and federal governments.
- Identify local government problems and apply analytical tools to address these problems
- Understand the basic legal framework, common structures, and functions of local governments

Assessment

Assessment plan includes student learning goals, how those goals are evaluated, and how the information collected is used to improve student learning. An assessment plan is required for undergraduate majors and degrees. Graduate and professional degree programs are encouraged to complete this now, but will not be required to do so until 2012.

Is this a degree program (undergraduate, graduate, or professional) or major proposal? No

Program Specializations/Sub-Plans

If you do not specify a program specialization/sub-plan it will be assumed you are submitting this program for all program specializations/sub-plans.

Pre-Major

Does this Program have a Pre-Major? No

Attachments

- Local Government Minor.pdf: Program proposal
(Program Proposal. Owner: Adams,Christopher John)
- Concurrence Requests.pdf: Concurrence Requests
(Support/Concurrence Letters. Owner: Adams,Christopher John)
- Local Government Minor Advising Sheet.docx: Advising Sheet
(Semester Advising Sheet(s). Owner: Adams,Christopher John)

Comments

- Please combine files *(by Greenbaum,Robert Theodore on 05/25/2023 02:44 PM)*

Workflow Information

| Status | User(s) | Date/Time | Step |
|--------------------|---|---------------------|------------------------|
| Submitted | Adams,Christopher John | 05/24/2023 04:44 PM | Submitted for Approval |
| Approved | Adams,Christopher John | 05/24/2023 04:45 PM | Unit Approval |
| Approved | Adams,Christopher John | 05/24/2023 04:46 PM | SubCollege Approval |
| Revision Requested | Greenbaum,Robert Theodore | 05/25/2023 02:44 PM | College Approval |
| Submitted | Adams,Christopher John | 05/26/2023 12:03 PM | Submitted for Approval |
| Approved | Adams,Christopher John | 05/26/2023 12:57 PM | Unit Approval |
| Approved | Adams,Christopher John | 05/26/2023 12:59 PM | SubCollege Approval |
| Approved | Greenbaum,Robert Theodore | 05/26/2023 01:25 PM | College Approval |
| Approved | Vankeerbergen,Bernadette Chantal | 05/27/2023 05:39 PM | ASCCAO Approval |
| Approved | Martin,Andrew William | 05/27/2023 09:34 PM | ASC Approval |
| Approved | Greenbaum,Robert Theodore | 05/30/2023 10:39 AM | CAA Approval |
| Pending Approval | Reed,Kathryn Marie Greenbaum,Robert Theodore | 05/30/2023 10:39 AM | OAA Approval |