

**From:** [Smith, Randy](#)  
**To:** [Bagent, Aaron](#)  
**Cc:** [Leite, Fabio](#); [Reed, Katie](#); [Smith, Randy](#); [Orr, James](#); [Snyder, Anastasia](#)  
**Subject:** Proposal to deactivate the Higher Education and Student Affairs minor  
**Date:** Friday, October 20, 2023 12:20:43 PM  
**Attachments:** [image001.png](#)

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Aaron:

The proposal from the Department of Educational Studies to deactivate the Higher Education and Student Affairs minor was approved by the Council on Academic Affairs at its meeting on October 18, 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 2024).

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

As was noted during the meeting, the Department moved ahead with implementation steps before approval by this Council had been secured, and all of the current students should have been provided with the same options for next steps. I ask that going forward, if there are questions about procedural matters, please contact me for advice/clarification. Let me know if you want to discuss this.

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 Fábio Leite(.11), or me.

Thanks.

Randy



**W. Randy Smith, Ph.D.**

Vice Provost for Academic Programs

**Office of Academic Affairs**

University Square South, 15 E. 15<sup>th</sup> Avenue, Columbus, OH 43201

614-292-5881 Office

[smith.70@osu.edu](mailto:smith.70@osu.edu)

**Assisted by:**

**Katie Reed**

Executive Assistant

(614) 292-5672

[reed.901@osu.edu](mailto:reed.901@osu.edu)



Memo

October 3, 2023

To: W. Randy Smith, Vice Provost – Council on Academic Affairs

From: Aaron Bagent, Curriculum Specialist

RE: PROGRAM DEACTIVATION: Higher Education and Student Affairs minor, Department of Educational Studies

Please find proposal materials included to deactivate the Higher Education and Student Affairs minor. This proposal includes the following, in order:

1. Letter of Support – Associate Dean Tasha Snyder
2. Rationale
3. Plan for students currently in the Minor

This was presented and approved at the College of Education and Human Ecology Curriculum Committee meeting on September 14th, 2023. If there are any questions, please contact me at [bagent.14@osu.edu](mailto:bagent.14@osu.edu).



October 3, 2023

Dr. W. Randy Smith, PhD  
Vice Provost for Academic Programs  
203 Bricker Hall  
190 N. Oval Mall  
Columbus, OH 43210

Dear Vice Provost Smith,

I am writing on behalf of the College of Education and Human Ecology's (EHE) Office of Academic Affairs. EHE supports the recent curricular change that was approved by the EHE Curriculum Committee on September 14, 2023:

- Pausing enrollment in the Higher Education and Student Affairs (HESA) undergraduate minor.

Pausing enrollment to this undergraduate minor program should allow the HESA faculty to potentially reimagine this program. The EHE Office of Academic Affairs is encouraging the HESA program faculty to consider offering the HESA undergraduate minor as an undergraduate certificate program offered 100% on-line. This potential change may better meet the needs of undergraduate students with interests in HESA and thus attract more students.

Sincerely yours,

Anastasia R. Snyder, PhD  
Associate Dean for Faculty Affairs  
College of Education and Human Ecology

**From:** [Quaye, Stephen](#)  
**To:** [Bagent, Aaron](#)  
**Subject:** Re: HESA Minor  
**Date:** Thursday, July 27, 2023 6:30:38 AM  
**Attachments:** [image001.png](#)

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Hi Aaron,

Below is the information requested.

The Higher Education and Student Affairs (HESA) Program would like to pause the undergraduate minor in the HESA specialization within the Department of Educational Studies. The rationale for the pause is to revamp the minor and develop stronger innovative ways to recruit students into the minor. As it currently stands, the enrollment is low, and the faculty needs time to explore options for strengthening the minor to be more attractive to students.

Please do reach out to Pete to get the write-up about what we will be doing with students currently enrolled in the minor. I suspect we can figure out alternative courses within the HESA curriculum for them to take to complete the minor.

Thanks,  
Stephen



THE OHIO STATE UNIVERSITY

**Stephen John Quaye, Ph.D.**

Professor and Program Chair, Higher Education and Student Affairs  
Editor, *The Journal of Higher Education*

**Department of Educational Studies**

310D Ramseyer Hall

[29 W. Woodruff Avenue, Columbus, OH 43210](#)

614.292.0016

[quaye.13@osu.edu](mailto:quaye.13@osu.edu)

[@esjayque](#)

[stephenjohnquaye.com](http://stephenjohnquaye.com)

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**From:** Bagent, Aaron <bagent.14@osu.edu>

**Date:** Monday, July 24, 2023 at 8:56 AM

**To:** Quaye, Stephen <quaye.13@osu.edu>

**Subject:** HESA Minor

Good morning Dr. Quaye,

In order to pause the HESA minor, we'll need to submit a program change request to the Council on Academic Affairs. This request will need to go through the curricular process (Ed Studies Undergraduate Studies Committee, EHE Curriculum Committee, CAA) Could I ask you for a write-up on why we want to pause the minor? It doesn't have to be anything elaborate. If you know what we're doing with the students who are currently in the Minor, could you include that too? If you don't have that information, I'll get a second write-up from Pete Locascio.

I do want to note that pausing the minor doesn't mean we're shutting it down. It basically just means we're suspending it and can reactivate at any time in the future.

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](mailto:bagent.14@osu.edu)

Pronouns: he/him/his

As of June 15, 2023, eight students were actively enrolled in the HESA Minor. The Educational Studies Department agreed to “pause” the minor on June 29, 2023. EHE removed the minor from the college website around July 17, 2023. By that date, only six students remained actively enrolled. There is no plan to offer ESHESA 3200, one of the two required courses, at any point in the future.

The EHE Office of Undergraduate Education emailed the six active students on next steps in response to the minor pause. Four students were asked to forego completion of the minor and instead consider alternative options like the Education Minor. Two other students, based on completed and AU23 in-progress courses toward the minor, were given the option to finish the minor with substitutions.

Student 1: Zero courses complete. One course in-progress for AU23 (ESHESA 2577).

Student 2: Dropped minor

Student 3: Two courses completed. One course in-progress for AU23 (KNSISM 4411). Given the opportunity to find a substitute for ESHESA 3200 to finish the minor.

Student 4: Will complete minor requirements in AU23 with ESHESA 3200 substitution.

Student 5: One course complete. None in-progress.

Student 6: Zero courses complete. One course in-progress for AU23 (ESHESA 2577).