

## COUNCIL ON ACADEMIC AFFAIRS

Ohio Union  
SPHINX Centennial Leadership Suite

October 18, 2023  
3-5 PM

### MINUTES

#### Attendance

##### Faculty:

- ✓ Dr. Carlos Castro (Department of Mechanical and Aerospace Engineering)
- ✓ Dr. Ann Christy (College of Food, Agricultural, and Environmental Sciences)
  - Dr. Samantha Herrmann (Department of Evolution, Ecology, and Organismal Biology)
  - Dr. Wendy Hesford (Department of English)
- ✓ Dr. Tara King (College of Nursing)
- ✓ Dr. Nicole Kwiek (College of Pharmacy)
- ✓ Dr. Fábio Leite (Department of Psychology)
  - Dr. Berry Lyons (School of Earth Sciences)
- ✓ Dr. Russell Marzette (Department of Mechanical and Aerospace Engineering)
  - Dr. Thomas Nelson (Department of Political Science)
- ✓ Dr. Sue Sutherland (Department of Human Sciences)

##### Staff:

- ✓ Ms. Margo Coates (College of Dentistry)

##### Students:

- Mr. Harvey Diaz (USG, Economics)
- ✓ Ms. Emily Johnson (USG, Sociology)
- ✓ Mr. Charlie Mace (CGS, Physics)
  - Ms. Carrie Anne Thomas (CGS, Teaching and Learning)

##### Administrator:

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

##### Guests:

- Mr. Aaron Bagent (College of Education and Human Ecology)
- Ms. Lisa Duffy (Office of the University Registrar)
- Dr. Soledad Fernandez (Department of Biomedical Informatics)
- Mr. Cody Grabbe (Office of Undergraduate Admissions)
- Dr. Rob Greenbaum (Office of Academic Affairs)

Dr. Gail Kaye (College of Public Health)  
Dr. Lang Li (Department of Biomedical Informatics)  
Dr. Andrew Martin (College of Arts and Sciences)  
Dr. Maria Miriti (Graduate School)  
Ms. Rosie Quinzon-Bonello (College of Engineering)  
Mr. Paul Reeder (Center for Innovation Strategies)  
Dr. Anastasia Snyder (College of Education and Human Ecology)  
Dr. Bernadette Vankeerbergen (College of Arts and Sciences)  
Dr. Ningchuan Xiao (Department of Geography)

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

**COMMENTS FROM THE CHAIR – PROFESSOR FÁBIO LEITE**

Leite noted that it has been an unusual start to the Council’s year with two meetings canceled. This is not the norm as Council meetings are rarely canceled.

Leite shared his appreciation for Council members who volunteered to serve on subcommittees with a special thanks to those acting as subcommittee chairs. The Graduate School / CAA Combined Curriculum Committee is looking for one more faculty representative. Please contact Leite if you are interested in serving on the committee.

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

Provost Gilliam announced that she will be leaving the University at the end of 2023 to become the President of Boston University. A national search will be conducted to identify her replacement.

The Accreditation Board for Engineering and Technology (ABET) conducted a site visit on October 16-17, 2023. ABET is the accrediting body for 15 programs in the College of Engineering.

Earlier today, the Ohio Department of Higher Education (ODHE) facilitated a discussion between the 4-year institutions and 2-year institutions to discuss transfer issues related to Anatomy and Physiology courses. The latter would like their courses to transfer as a General Education requirement, but the former feel that the courses do not meet expected learning outcomes.

The University’s 11<sup>th</sup> Annual Assessment Conference is on October 27, 2023. Smith thanked Andrew Martin, College of Arts and Sciences, for facilitating.

Smith will attend the 10/29 Steering Committee meeting on behalf of Provost Gilliam.

Vice Provost Helen Malone and Smith will charge the Student Evaluation of Instruction (SEI) Committee with revising or replacing the SEI.

The University continues to focus on workforce development. Columbus was appointment a Workforce Hub by President Biden. Columbus City Schools, Columbus State Community College and Ohio State continue to partner on initiatives.

Smith attend the Aim Hire Workforce and Education Conference, hosted by Ohio Excels, on October 12, 2023. The event was an opportunity for Ohio business and education leaders to discuss the state of education and workforce in Ohio and key issues and solutions to better prepare Ohioans for success.

Smith chaired the Big Ten Academic Accreditation Alliance meeting on September 22, 2023, in Chicago, IL. The group discussed upcoming changes to the Higher Learning Commission's (HLC) accreditation standards as well as federal guidelines related to online education.

Smith commented that leadership needs to confront Ohio State's expectations on distance learning. How do we handle the 50% threshold established by HLC and ODHE?

#### **INFORMATIONAL ITEMS – PROFESSOR W. RANDY SMITH**

- **EHE Programs at Newark Campus – OSU Newark**

OSU Newark will pause offering Middle Childhood Education and Child and Youth Studies programs on that campus. Both programs have low enrollment at OSU Newark with classes often canceled due to low numbers. If there is no demand during the pause, OSU Newark will officially discontinue offering the programs.

The Council did not have any questions or concerns.

Smith noted that these enrollment issues are not limited to education programs. Low enrollment is an issue at all Ohio State's regional campuses.

- **Update to the embedded literacies requirements in the Department of Political Science – College of Arts and Sciences**

The Department of Political Science updated its embedded literacies requirements for all three majors (Political Science major leading to the Bachelor of Arts, Political Science major leading to the Bachelor of Science, and World Politics major leading to the Bachelor of Arts). The changes are related to changes in course offerings.

The Council did not have any questions or concerns.

- **Change to the Surveying and Mapping Minor – College of Engineering**

The Department of Civil, Environmental, and Geodetic Engineering revised the undergraduate Survey and Mapping minor. Changes include the reduction in credit hours for two courses and the removal of a course from the minor. These changes result in an overall reduction in the total number of credit hours required for the minor from 19 to 16 and the number of courses required from 6 to 5.

The Council did not have any questions or concerns.

- **Movement of the administrative unit for the Master of Science in Medical Science – College of Medicine**

The College of Medicine has moved the administrative unit for the Master of Science in Medical Science from the College of Medicine to the Department of Biomedical Education and Anatomy. The move should facilitate administrative functions and improve the engagement of practicing clinicians.

Smith noted that the degree being housed in the College of Medicine was an unusual setup.

The Council did not have any questions or concerns.

- **Revisions to the MS and PhD in Vision Science – College of Optometry**

The College of Optometry revised the Master of Science (MS) and PhD programs in Vision Science. Changes include reducing the credit hours of one course, adding a new course requirement, and converting an existing course to an online method of delivery. There are no net changes to credit hours.

The Council did not have any questions or concerns.

#### **REQUEST FOR TEMPORARY UNIVERSITY CENTER STATUS – PROFESSOR W. RANDY SMITH**

- **Proposal to have provisional University Center status for the Center for Health Equity – College of Medicine**

The OSU Wexner Medical Center (OSUWMC) requests provisional University status for the Center for Health Equity.

The mission of the Center will be to create, evaluate, and share solutions to transform the quality and inclusiveness of health solutions and change the conditions that create inequities. The Center will fill the need for a campus-wide hub for catalyzing health equity innovation, convene faculty and trainees with relevant interests and expertise, and address high-priority needs in the State. It will serve as a

dedicated home for health equity research, education, and community engagement and act as a facilitator for reducing health disparities in rural and urban communities.

The Center is part of commitments made by the OSUWMC when recruiting Doubeni to be the Chief Health Equity Officer.

University status will assist the Center with grants and fundraising. A formal proposal will eventually be submitted and reviewed by this Council.

Smith noted that the Center's direct is supposed to report directly to the Provost, but this may change with Gilliam's upcoming departure.

Smith moved approval of the request; it was approved unanimously.

#### **CENTER REVIEW – PROFESSOR TARA KING**

- **Center for Innovation Strategies – Fisher College of Business**

Guest: Paul Reeder, Executive Director, Center for Innovation Strategies

All university-level Centers will be reviewed by this Council two years after initial establishment and at four-year intervals thereafter. During the 2022-23 academic year, CAA Subcommittee C was tasked with conducting a four-year review of the Center for Innovation Strategies. King is presenting the review on behalf of the Subcommittee.

Subcommittee C based its review on the Center for Innovation Strategies' (CIS) self-study report, an interview with CIS leadership, and a meeting with Dean Anil Makhija in the Fisher College of Business. Subcommittee C felt that the self-study successfully provided information of the 5 key areas that are required: mission, faculty, administrative structure, budget, and evaluative criteria and benchmarks. In addition to successfully meeting the 5 pillars, there was very strong support from the Fisher College of Business.

Subcommittee C recommends to the Council that CIS continue its operations and be reviewed on the standard cycle. The Subcommittee does encourage CIS to work with the Fisher College of Business on finding opportunities for collaborative research projects. It also encourages CIS to utilize other Big Ten university innovation centers as benchmarks.

Reeder thanked King and the Subcommittee for a positive review. He added that the CIS team is small but effective. They take pride in working with a diverse student body: students come from 12 out of 15 colleges, 50% of students are female, and many are international students.

Leite moved approval of the recommendation; it was approved unanimously.

**PROPSAL FROM SUBCOMMITTEE C – PROFESSORS TARA KING, ANN CHRISTY, RUSSELL MARZETTE, AND TOM NELSON; MR. KASRA DIAZ AND MR. CHARLIE MACE**

- **Proposal to increase the clinical faculty cap in the Department of Biomedical Informatics – College of Medicine**

Guests: Soledad Fernandez, Professor, Department of Biomedical Informatics; Lang Li, Chair, Department of Biomedical Informatics

The Department of Biomedical Informatics (DBMI) proposes to increase the clinical faculty cap in the Department of Biomedical Informatics from 40% to 75%.

The Department would like to increase the clinical faculty cap to advance the capabilities of the Department, improve academic excellence, and make operations more efficient. The current cap is significantly limiting the growth of the Department.

The Department has experienced significant growth during the past 5 years. DBMI has grown from 16 faculty members in 2018 to 32 faculty members in August 2023. DBMI has been and is becoming more and more essential for team science research, especially collaboration in data science in biomedical research. The faculty are in high demand throughout the OSU Wexner Medical Center (OSUWMC) due to the need to have quantitative/qualitative data science expertise in almost every research study. The James Comprehensive Cancer Center and Nationwide Children’s Hospital also request the expertise of DBMI faculty.

In addition to research demand, the Department is actively developing academic programming in Artificial Intelligence (AI) in Biomedical Research. Dedicated teachers will be needed once these programs are established.

The request to increase the clinical cap is supported by the majority of DBMI faculty. It is also supported by the College of Medicine.

The Council asked why the Department’s focus is on increasing clinical faculty rather than increasing tenure-track faculty. Li responded that DBMI needs clinical faculty to meet the Department’s demands. DBMI’s needs are not in obtaining new grants, which would be brought by tenure-track faculty; rather, tenure-track faculty need clinically faculty to collaborate on existing grants. Tenure-track faculty cannot be recruited without the promise of support from clinical faculty. Li added that the Department generally finds it easier to recruit and hire clinical faculty.

In addition to supporting tenure-track faculty, DBMI envisions clinical faculty teaching the bulk of courses in the AI programming under development. With clinical faculty focusing on teaching, tenure-track faculty will have more time to focus on research and grants.

The Council asked how this change would impact faculty governance. Li responded that the Department has three major committees: Promotion and Tenure/Recruitment, Teaching Assignments, and Space.

Clinical faculty can participate and vote on all three committees, though only tenure-track faculty can vote on tenure-track appointments.

The Council asked how DBMI determined 75% as the cap. Li responded that the Department did modeling scenarios.

The Council asked if the cap increase in DBMI will impact the clinical caps in the other units in the College of Medicine. Smith responded that he believes the College of Medicine is exempt from the clinical cap rule, but he would need to verify that with Vice Provost Helen Malone. Smith noted that Malone has reviewed this proposal and supported it. The Council also asked for clarification on whether the clinical cap rule applies to the academic unit or the college.

The Council suggested that the Department add a narrative to the proposal to expand on its academic programming plans as well as better explain the role of tenure-track faculty in DBMI. The Council added that it would be helpful to outline the Department's struggles with hiring tenure-track faculty versus clinical faculty.

The Council recommended that the proposal be tabled until the clinical cap rules can be clarified, and the department can add a narrative to the proposal.

Leite moved approval of the recommendation to table the proposal; it was approved unanimously.

**PROPOSAL FROM SUBCOMMITTEE B – PROFESSORS NICOLE KWIEK, SAMANTHA HERRMANN, AND BERRY LYONGS; MS. MARGO COATES; MS. CARRIE ANNE THOMAS**

- **Proposal to revise the Undergraduate Minor in Geographic Information Science – College of Arts and Sciences**

Guest: Ningchuan Xiao, Professor, Department of Geography

The Department of Geography proposes to revise the undergraduate minor in Geographic Information Science (GIS).

Changes include the following:

- Reduction of total credit hours in the GIS minor from 18 to 15
- Addition of a new course (GEOG 5101) as an elective
- Redesignate an existing course (GEOGE 5103) as an elective
- Reduce the choice of electives to focus the minor

These changes will go effective in Spring 2024. Current students and students enrolled in the minor before Spring 2024 will use the currently approved curriculum.

The Council did not have any questions or concerns.

Leite moved approval of the recommendation; it was approved unanimously.

## **PROPOSALS FROM SUBCOMMITTEE D – PROFESSORS FÁBIO LEITE AND W. RANDY SMITH**

- **Proposal to revise the Bachelor of Science in Public Health – College of Public Health**

Guest: Gail Kaye, Professor-Clinical, College of Public Health

The College of Public Health proposes to revise the admissions process for the Bachelor of Science in Public Health (BSPH) degree program.

The BSPH was launched in 2012 to address workforce needs in public health. The aim of the program was to prepare graduates for early career, entry-level positions in public health, and to provide a pipeline to advance study in graduate and professional degree programs.

Since inception of the program, social changes have transpired leading to greater competition from prospective applicants from both outside and within the university. These changes include the following: nationwide enrollment drop in undergraduate college enrollment, greater competition for undergraduate public health programs within Ohio, and greater competition for undergraduate non-clinical health focused applicants at Ohio State.

Given these factors and the College's desire to main enrollment goals, the College would like to make the following changes to its admissions process:

- Admit all new first year students directly to the major who have a high school GPA of a 3.0 or higher
- Change the admissions criteria to revise the prerequisite courses and minimum GPA to apply to the major from a 2.8 to 2.5
- Require a 2.5 cumulative and term GPA instead of a 2.8 to be considered in good standing with the College
- Require a 2.5 cumulative GPE for graduation instead of a 2.8

These changes will better align the BSPH with other bachelor's degrees at Ohio State. There is no change to the BSPH curriculum.

Kaye confirmed that the College will be in touch with internal partners, prospective students, and external partners such as high schools.

Kaye informed the Council that the College took a lot of time considering how to increase enrollment. The Council asked if there is any way to predict the enrollment increase percentage. Kaye responded that it is hard to predict, but the College does expect an increased based on anecdotal evidence. The



College is aware of many students who did not apply to the program once they realized there was a minimum GPA requirement of 2.8. Coates, who was formerly an advisor in the College of Public Health, agreed with Kaye's comments.

Kaye remarked that the College does plan to be open and transparent with students who are interested in graduate education as a higher GPA will be needed for admission into graduate schools.

Leite moved approval of the recommendation; it was approved unanimously.

- **Proposal to pause the Higher Education and Student Affairs minor – College of Education and Human Ecology**

Guest: Aaron Bagent, Academic Program Services Specialist, College of Education and Human Ecology

The Department of Educational Studies proposes to pause the Higher Education and Student Affairs (HESA) minor.

The Department would like to pause the undergraduate minor so that it will allow HESA faculty to potentially reimagine the program.

Currently, there are only 6 active students in the program. 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 in-progress courses, were given the option to finish the minor with substitutions.

In addition to low enrollment in the program, a required course is no longer being offered by the Department due to an instructor issue.

The College is encouraging the Department to consider offering the HESA undergraduate minor as an online undergraduate certificate program.

Smith noted that the Department moved ahead with implementation steps before approval by this Council had been secured, and all the current students should have been provided with the same options for next students. Going forward, the Department should reach out to the Office of Academic Affairs with any procedural questions.

Bagent confirmed that the Department is only asking for a pause—not a deactivation.

Leite moved approval of the recommendation; it was approved unanimously.

Smith informed the Council that the Ohio Department of Higher Education (ODHE) requires institutions to monitor low enrollment courses. Ohio State has a minimum class size of 17 with a list of exceptions such as individual studies courses. Ohio State does not have a minimum program size largely due to the

University's budget model, which makes boutique programs unfeasible. However the Office of Academic Affairs will begin to monitor these enrollments more closely.

**DISCUSSION: S/U LIMITS IN CERTIFICATES – PROFESSOR FÁBIO LEITE AND DR. BERNADETTE VANKEERBERGERN**

Currently, the University's certificate template does not indicate if there is a maximum number of S/U (satisfactory/unsatisfactory) courses allowed. The original proposers indicated that this was likely an oversight, but a decision was never made if there should be a maximum number of S/U courses allowed. Vankeerbergen—as well as others—would like a decision made.

The Council discussed if there should be a maximum and what a reasonable maximum would be. Questions to consider include the following:

- How would a maximum apply to stackable certificates?
- Would there be different rules for undergraduate and graduate certificates?
- Should the maximum align with the max allowed with minors?

The Council will continue to discuss this issue at a future meeting. Smith will also add the topic to the agenda of an upcoming Academic Program Advisory Council (APAC) meeting.

The Meeting adjourned at 4:32 p.m.

Respectfully submitted,

W. Randy Smith  
Katie Reed