COUNCIL ON ACADEMIC AFFAIRS

200 Bricker Hall
November 2, 2011
3:00 PM – 5:00 PM
MINUTES

ATTENDANCE

Faculty:
✓ Dr. Leslie Alexander (History)
✓ Dr. Marilyn J. Blackwell (Germanic Languages and Literatures)
✓ Dr. Kathryn Corl (Germanic Languages and Literatures)
✓ Dr. John Fellingham (Business)
✓ Dr. Ashok Krishnamurthy (Engineering)
✓ Dr. Eugene Mumy (Economics)
✓ Dr. Barbara Polivka (Nursing)
✓ Dr. Fernando Unzueta (Spanish and Portuguese)
✓ Dr. John W. Wilkins (Physics)
✓ Dr. Kay N. Wolf (Allied Medical Professions)

Students:
✓ Mr. Niraj Antani (USG, Political Science)
✓ Ms. Sarah K. Douglas (CGS, History)
✓ Mr. Sean Fitzpatrick (USG, Political Science and Economics)
✓ Ms. Sarah Lang (CGS, Education and Human Ecology)

Administrators:
✓ Dr. W. Randy Smith, (Academic Affairs), Vice Chair

Guests:
Dr. Robert Bornstein (Neurobiology)
Dr. Alexis Collier (Associate Provost)
Dr. Steve Fink (Arts and Sciences)
Dr. Lawrence Krissek (Earth Sciences)
Dr. Deborah Larsen (School of Allied Medical Professions)
Dr. Timothy Leasure (School of Music)
Dr. Carolyn Merry (College of Engineering)
Dr. Eliot Slotnick (Graduate School)
Dr. Bernadette Vankeerbergen (Arts and Sciences)
Dr. Jennifer Willging (French and Italian)
Dr. Valerie Williams (Arts and Sciences)
Dr. Stu Zweben (College of Engineering)
The Council came to order at 3:00 PM.

APPROVAL OF THE MINUTES OF OCTOBER 5 AND 19, 2011 MEETINGS

The minutes will be revised for minor typographical corrections. Blackwell moved approval of the Minutes of the October 5 and 19, 2011 meetings; the motion was seconded by Alexander and carried with thirteen in favor and one abstention.

REPORT FROM THE CHAIR – KAY WOLF

The Departments of Biochemistry and Chemistry would like to merge into one single department. The proposals for this merger will be reviewed by the Subcommittee B, led by Barbara Polivka. This Subcommittee will be supplemented with one additional member for the purpose of this review.

REPORT FROM THE VICE CHAIR – PROFESSOR W. RANDY SMITH

The only semester courses left for review are from Department of History. They are scheduled to be completed by the end of this week.

After the Meeting on December 7, 2011, all members of the CAA Committee are invited to have a discussion dinner with the Provost: Joseph Alutto at the Faculty Club.

Smith and Wolf presented to the Board of Trustees updates on the processes of Academic Program Review and Academic Center Review. A review schedule is already in place for the Academic Program Review. This process has been continuing in parallel with the semester conversion proposal and course review. Once CAA finishes the review for semester proposals, there will be a calendar in place for reviewing the Academic Centers.

SUBCOMMITTEE D – Kay N. Wolf, W. Randy Smith

- Name Change: School of Allied Medical Professions to School of Health and Rehabilitation Sciences

Smith presented the proposal. The faculty of the School of Allied Medical Professions request approval to change the name of the school to the “School of Health and Rehabilitation Sciences”. Approval is also sought to change the BS and MS degrees to a BS and MS in Health and Rehabilitation Sciences consistent with the proposed name; and the PhD in Health and Rehabilitation Sciences.

The School was established in 1966. Since then, the industry has changed, and the School is offering not just professional degrees, but also undergraduate and graduate degrees focused on research. For this last purpose. the term “science” included in the name of the Scholl is a better fit. A benchmark comparison was conducted to review the changes in the names of peer schools in the past 10-20 years. Majority of the schools eliminated the word “allied” and included the words: “health”, “science” and in some cases “rehabilitation” in their names. Internal focus
groups were also conducted in order to conclude the final name of the “School of Health and Rehabilitation Sciences”.

Smith sought approval from all colleges inside the University for the name change of this School. No colleges have any objections. The colleges in the Health Sciences (Nursing, Pharmacy, Public Health, Dentistry, Optometry, Medicine and Veterinary Medicine) would like to have a broader discussion about the use of term “health” in their names.

Smith moved approval of this proposal; the motion was seconded by Antani and carried with thirteen in favor and one abstention.

- **Dissolution of the Center for Molecular Neurobiology**

Wolf presented the proposal. This center was created approximately 20 years ago. Since then, the Department of Neuroscience and the Neuroscience Signature Programs were created within the Medical Center. Most of the faculty in the Center are from the College of Medicine, and the two current faculty members who are not in Medicine had already began plant to return to their College. The Director of the Center is from the College of Pharmacy and will transition back to this College. The few resources available in the Center were mainly used to maintain the faculty lines.

Wolf moved approval of this proposal; the motion was seconded by Alexander and carried with fourteen in favor and one abstention.

- **Name Change: Civil and Environmental Engineering and Geodetic Science to Civil, Environmental and Geodetic Engineering**

Wolf presented the proposal. No changes were requested for the degree programs administered by the department. Only the name change is requested in the proposal, from Civil and Environmental Engineering and Geodetic Science to Civil, Environmental and Geodetic Engineering.

The Department offers degrees in Civil Engineering, and within the past few years started to offer degrees in Environmental Engineering. With the reorganization of the College of Arts and Sciences, some faculty from the Department of Geodetic Science merged with the faculty in Department of Civil and Environmental Engineering; while the remaining of the faculty moved to the School of Natural and Environmental Sciences. The current faculty existent in Department of Civil and Environmental Engineering and Geodetic Science focus their research on geodetic engineering applications (real time navigation, GPS applications and real-time mapping and positioning). A concurrence letter from the School of Earth Sciences is included with the proposal.

Wolf moved approval of this proposal; the motion was seconded by Douglas and carried with fourteen in favor and one abstention.

- **Course Title Abbreviation Change for Chemical and Biomolecular Engineering**

Wolf presented the proposal. The proposal requests the course title abbreviation changed from CHBE to CBE.

Wolf moved approval of this proposal; the motion was seconded by Antani and carried with fourteen in favor and one abstention.
Semester Proposals: School of Allied Medical Professions

- Aging - Undergraduate Minor

Wolf presented the proposal. The minor will convert from 20 quarter credit hours to 14 semester credit hours. The minor was developed in 2006 in the College of Arts and Sciences, and since 2007 was administered by the Department of Anthropology. The proposed changes include moving the administration of the minor from the College of Arts and Sciences to the School of Allied Medical Professions (School of Health and Rehabilitation Sciences). The general coursework requirements will remain the same: AM 4600 Health after Mid-Life (3 credits) and a selection of 2 out of 3 core courses: HDFS 5430 Adult Development and Aging; Anthropology 5645 Biology of Senescence; and Psychology 3552 Psychology of Adult Years. Students will also choose elective courses to count up to 14 credit hours. The revised minor includes only 9 elective courses, instead of 24.

The minor is presented as new in the PACER system, because it was introduced by the School of Allied Medical Professions and not from the College of Arts and Sciences. In the summer of 2011 the College of Arts and Sciences, presented the intent of no longer offering this minor in the Department of Anthropology. The School of Allied Medical Professions felt that this minor will be appropriate for its students. Due to the change from ASC to SAMP, there are fewer elective courses. In the future, there are possibilities for the list of electives to expand with additional courses offered from various departments. No students will be affected by this transition. SAMP has plans to promote this minor to large groups of students from various units inside the University.

The transition plan will be updated to reflect that there are 2 required courses and there will be need for acceptance of the courses taken by students under quarters and not present in the new plan. Also, the College of Arts and Sciences requested few minor changes (CAA pages 12 & 13), which are not incorporated into the proposal.

Wolf moved approval of this proposal with the above caveats; the motion was seconded by Alexander and carried with all in favor.

Semester Proposals: College of Arts and Sciences: Division of Arts and Humanities

- Capital Program-Undergraduate Minor
- Associate of Arts

During the presentation of these proposals, the council members had numerous and substantial questions. Antani moved to table both proposals; the motion was seconded by Douglas and carried with all in favor.

- French – Master of Arts

Wolf presented the proposal. This program will convert with minimal changes from 55 quarter credit hours to 36 semester credit hours. The only change for the MA in French is that the program will no longer be terminal, but will be awarded in cases where students do not advance to the PhD coursework. Typically students are accepted only in the PhD program. If students complete the MA requirements, they can be awarded the MA degree, if they do not want to continue their studies to the PhD level.
Wolf moved approval of this proposal; the motion was seconded by Wilkins and carried with all in favor.

- **French – Doctor of Philosophy**

  Wolf presented the proposal. This program will convert to semester calendar with significant changes; from 120 quarter credit hours to 80 semester credit hours; including coursework for MA degree. Previously the PhD in French allowed no coursework outside the unit to count toward the program; under semesters, the department is allowing 6 credit hours (equivalent of two 3 credit hour courses) outside the Department of French and Italian. These changes are results of the academic program review performed in 2009 for all programs in the Department of French and Italian. Under semesters, the degree will become a direct admit PhD program. The department has provided sample scenarios for students who come in with only a BA and for those who come in with an MA in addition to sample student advising sheets. The Chair’s letter outlines the specific transition plan for students who are in the PhD program. The rest of the degree remains essentially the same.

  Wolf moved approval of this proposal; the motion was seconded by Unzueta and carried with all in favor.

- **History – Bachelor of Arts / Master of Arts**

  Wolf presented the proposal. This is a competitive combined BA/MA program. The BA/MA combined degree program with specialization in Public History is designed to offer students a combination of the rigorous classroom and research experiences that characterize the graduate program in the History Department with opportunities for project-based, experiential and interdisciplinary experiences that will enable students to take their academic training and apply it in “public” settings. Students apply to the program in the spring of their 3rd year, and then take a specialized set of courses in their 4th and 5th (MA) years. In order to be considered for this combined degree program, students must:
  - carry a cumulative undergraduate GPA of at least 3.5
  - have declared a History major
  - have completed their Gen Ed requirements
  - have taken the gateway courses for the History major (History 2800, 3 credit hours)
  - have completed their required 4000-level Readings in History Seminar, and
  - have accumulated at minimum 18 semester hours (or have at minimum 18 credit hours by the time they start the program in Autumn of their senior year).

  Students can take up to 12 hours of graduate coursework which can overlap and be double counted towards the requirements for the BA and the MA degree. These credits can be counted from various graduate level courses, including the required courses. In addition to the BA requirements, students will need to complete 15 to 18 graduate level required courses and 12 to 15 graduate level elective courses in order to complete the MA requirements. There is no sequence course requirement for completion of this degree.

  Public history is described as a movement methodology and approach that promotes the collaborative study and practice of history. Its practitioners embrace a mission to turn their special insight successful and useful to the public. Through public history, historians and their various collaborators are trying to make the past useful to the public. Public history is the
conceptualization and practice of historical activities with once public audience foremost in mind. Its practice can take place in settings beyond the traditional classroom. Practitioners often see themselves as mediators on one hand between the academic practice of history and nonacademic; and on the other hand between the various interests in society that seek to create historical understanding. Public history practitioners include museum professionals, government and business historians, historical consultants, archivists, teachers, cultural resource managers, curators, film and media producers, policy advisors, historian professors, authors and others with public interest.

The Department of History is also requesting in this proposal, for this degree to be transcriptable on students’ records as BA/MA degree in Public History.

Wolf moved approval of this proposal; the motion was seconded by Douglas and carried with thirteen in favor and two abstentions.

- **History – Master of Arts**

  Wolf presented the proposal. This program will convert to the semester calendar with significant changes from 45 quarter credit hours to 30 semester credit hours. Previously the MA required only one core course, History 7900 (796), however under semesters the MA will require not only this course, but also History 7905, Pedagogy & Professional Development. Under quarters, the MA allowed 10 credit hours (equivalent of two 5 credit hour courses) outside the Department of History. Under semesters, the department is allowing 12 credit hours (equivalent of four 3 credit hour courses) outside the Department of History so that students may engage in methodological practices that will aid in their research agendas. The rest of the degree remains essentially the same. The MA degree program comprises study of historical scholarship in a given field or fields of history, training in a variety of research methodologies, and the acquisition of research skills such as languages and statistics. For completion students will need to have 15 credit hours of required courses; History 7900 Colloquium in Philosophy of History, Historiography and the Historian’s Skills I (3 credits); one 8000 – level research seminar (3 credits); two 7000 – level reading seminars (6 credits); elective courses up to 15 credits; foreign language proficiency; and will take the MA Examination (a one hour oral exam).

  The MA degree will continue to have two options: thesis and non-thesis. Usually, students entering with a BA in history will take the non-thesis option and will be evaluated through their coursework. In this case, they will complete a written portfolio (based on coursework from courses at 7000 and 8000 levels) and will take a one-hour oral MA examination. The thesis option could be chosen by students who want to have the learning experience of writing a full thesis. These students will need to complete History 6999 (maximum of 9 credit hours).

  Wolf moved approval of this proposal; the motion was seconded by Blackwell and carried with twelve in favor and three abstentions.

- **History – Doctor of Philosophy**

  Wolf presented the proposal. The PhD in History will convert to the semester calendar with minimal changes from 75 to 50 semester credit hours. Previously this degree did not require coursework outside the home unit; under semester calendar, the department is allowing 12 credit hours to be taken outside the department so that students may engage in interdisciplinary
practices that will aid in their research and preparation for dissertation writing. History 7910 Prospectus and Professional Development is added to the required courses, which student must take prior to Candidacy. Students entering the program with a BA must take 50 semester credit hours prior to candidacy and one 7000 – level reading course in third field of specialization. Students entering with an MA degree will take 2 more 7000 – level reading courses in first and second field of specialization for candidacy exams. The remaining of the requirements include 14 credit hours of other 5000 – 8000 – level courses, proficiency in a second language, elective courses, successful completion of dissertation thesis and oral defense.

Wolf moved approval of this proposal; the motion was seconded by Polivka and carried with twelve in favor and two abstentions.

- Music – Master of Arts
- Music - Master of Music
- Music – Doctor of Musical Arts
- Music – Doctor of Philosophy

Wolf presented the proposals. All graduate programs from Department of Music follow the requirements of the National Association for Schools of Music, the accreditation body for these programs. The programs are designed to provide depth in the major area of study and breadth in all of the supported areas.

The Master of Arts in Music is converted with minimal changes to semester calendar, in most specializations from 45 to 30 semester credit hours and has the following specializations:
- Specialization in Music Education. Both plans A and B will require 30 semester credit hours. In the major area of concentration the 3 core courses, the elective in Music Education requirements and the requirement for individual research remain the same. A list of available courses is included under semesters.
- Specialization in Theory. The major area of concentration requirement, thesis hours, supportive studies courses and the optional third category of related studies requirements remain the same.
- Specialization in Musicology. Most requirements remain the same with the exception that the supportive and related studies categories were collapsed into one categorical requirement.
- Specialization in Brass Pedagogy. This specialization is converting to semesters with only plan B option: non-thesis. Most requirements remain the same. Music 759 will be removed from the list of concentration courses. Supportive studies in music category will remain the same, with requirements on two secondary instruments, recitals, and ensemble participation, and course 7852.04.
- Specialization in Piano Pedagogy. Both plans A and B will require 34 semester credit hours. Related Studies Electives category will be included in the supportive studies in music category.
- Specialization in String Pedagogy. Both plans A and B will require 33 semester credit hours. The program chose to remove the Music Education Courses, and some of this content will be shifted to other courses.
- Specialization in Voice Pedagogy. All requirements will remain the same.
- Specialization in Woodwind Pedagogy. This specialization is considered a terminal degree requiring 40 semester credit hours, with only plan B: non-thesis option. The supportive
studies in music courses will continue to require course 7852.04 (649 or 752.04) along with participation in multiple ensembles and performance experiences.

All students are assigned a graduate advisor. After assignment, the student consults with the adviser, and together develops a tentative program of studies. An advisory committee is selected by the student and the advisor.

The subprograms are structured around two plans. The Plan A program includes a thesis which is supervised by the adviser and a second reader, and includes a one hour oral examination conducted by a three-member Master's Examination Committee of the graduate faculty, of which one member represents an area other than the major. This examination tests the candidate's knowledge of the thesis but also may include discussion of the course of study.

The Plan B (non-thesis) includes a final comprehensive written and oral examination and a Master’s Project that may take the form of a paper, lecture demonstration, recital(s), or research project.

The transition plans are individualized; the advisors work closely with each student to create individual tentative plans of study. The adviser and student are charged with the responsibility of seeing that all degree requirements are met.

The program for the Doctor of Musical Arts degree emphasizes the applied aspects of music making/creating, performing, and conducting. The purpose of the degree is to prepare superb musicians who are equipped to serve as teacher-scholars in university or professional settings. The program will convert 120 quarter credit hours into 80 semester credit hours, including 50 credit hours after completion of the 30 credit hours of master’s degree. All specializations will convert with minimal changes: Specialization in Composition, Specialization in Conducting, Specialization in Instrumental Performance and Specialization in Voice Performance.

The Master of Music will convert with minimal changes from 45 quarter credit hours to 30 or 34 semester credit hours, depending on specialization: Specialization in Composition, Specialization in Woodwind Performance, Specialization in Voice Performance, Specialization in String Performance, Specialization in Piano Performance, Specialization in Percussion Performance, Specialization in Brass Performance, Specialization in Wind Conducting, Specialization in Orchestral Conducting and Specialization in Choral Conducting. The prerequisite for this degree is for students to have completed a BA in Music with a major in Music Theory or the equivalent.

The PhD in Music will convert with minimal changes from 120 quarter credit hours to 80 semester credit hours, maintaining its three specializations: Specialization in Music Education, Specialization in Theory and Specialization in Musicology. The requirements include: 40 credit hours in a major area of concentration; 15 credit hours in supportive studies; 15 credit hours in related studies in other disciplines; written proficiency in two foreign languages and 10 credit hours of dissertation.

Wolf moved approval of these proposals; the motion was seconded by Krishnamurthy and carried with all in favor.

**Semester Proposals: College of Arts and Sciences: Division of Natural and Mathematical Sciences**

Wolf presented the request for name change from Geological Sciences to Earth Sciences for the MS and PhD programs, to match the School’s name. Wolf moved approval of this proposal; the motion was seconded by Antani and carried with all in favor.
• Earth Sciences – Master of Science
• Earth Science – Doctor of Philosophy

Wolf presented both proposals. The MS degree will convert 45 quarter credit hours to 30 semester credit hours and maintain its two options: thesis and non-thesis. The thesis option will be directly converted. Under semesters, the non-thesis option will have clearly defined the courses that satisfy the core requirements and the capstone project. The Earth History Division, the Earth and Planetary Dynamics Division, and the Water, environment, and Climate Division each identified a set of courses that will serve as core courses for their non-thesis MS students and a new course (Earth Sci 8570) was created to satisfy the capstone requirement.

A student should seek an advisor during the first semester of residence. The advisor and the student will choose a second faculty member to serve on the MS Advisory Committee, subject to approval by the Graduate Studies Committee (GSC). The GSC, in consultation with the advisor, will choose a third member of the faculty to serve on the thesis committee for students completing the MS thesis option.

No specific courses are required to complete the MS with thesis option in Earth Sciences. Instead, the student and his/her advisor will identify a coherent set of courses appropriate to the student’s field of specialization. Candidates for the MS with thesis degree must complete a final oral examination, which may include questions on both the thesis research and aspects of the MS training not necessarily related to the thesis.

The PhD students are encouraged to take their candidacy exam during their 2nd year, in order to maintain “normal progress” toward their degree. In the past, an increasing number of students have encountered difficulty meeting the existing requirements for graded and total credit hours because of the combination of: 1) continued requirement above the minimum established by the Graduate School; 2) the relatively early time when the PhD candidacy exam is taken; and 3) the 3 credit limit for post-candidacy enrollment recently established by the Graduate School. This difficulty has been even more severe for the increasing number of students who enter the PhD program without completing an MS first, because these students do not transfer credits – either graded or ungraded from their MS program. It is anticipated that PhD students will continue to face this situation under semesters; therefore it was proposed that the total credit hour requirement be reduced to 80 semester credit hours, in order to match the minimum requirements set by the Graduate School.

Currently all students in MS program complete a thesis option. The non-thesis option was approved in the past and at this time is being directly converted. In the future, there are possibilities to offer a non-thesis MA degree, and/or a non-thesis MS professional terminal degree.

PhD students must pass the PhD candidacy examination to be admitted to candidacy for the PhD degree, and must complete and defend a dissertation that presents the results of an independent, original research project that is a scholarly contribution to the science. All components of these requirements must be fulfilled to meet the requirements of the Graduate School. The student must prepare a dissertation proposal, which is reviewed and approved by the advisor, the Advisory Committee, and the Earth Sciences Graduate Studies Committee, before beginning the PhD candidacy examination.

Wolf moved approval of these proposals; the motion was seconded by Mumy and carried with all in favor.
Geodetic Science – Master of Science  
Geodetic Science – Doctor of Philosophy

Wolf presented both proposals. The MS in Geodetic Science will convert 52 quarter credit hours to 30 semester credit hours. The overall credit hour requirement has been reduced to match the present Graduate School requirement. In addition, the specializations available, the courses required within the remaining specializations, and the requirements for elective courses outside Geodetic Science have all been changed and generally have been reduced, because fewer faculty members are available to support the program in Geodetic Science since it has moved from College of Engineering to the School of Earth Sciences.

Both options will be available under semesters just like under quarter calendar: thesis and non-thesis. In general, a student must complete core coursework consisting of the 2 foundational courses and one course chosen from each of the following 3 categories: Geodetic Science, Geomathematics/GIS, and Sensor Systems and Applications. There are 3 preapproved set of courses in: Geodesy, Geomathematics, and Geodynamics.

The minimum credit hour requirements for PhD program are reduced from a minimum of 135 quarter credit hours to a minimum of 80 semester credit hours. In the semester format, each PhD student is required to complete at least 10 semester credit hours from a list of “core courses”, which will require completing at least 3 courses chosen from a list of 7 options. In the quarter format, each student was required to complete 34-49 quarter credit hours in “core courses”, with the exact value depending on the student’s area of specialization; this required completion of 9-11 courses. This decrease in required courses, as well as changes in the subject areas of specializations that are available, reflects the change in composition of the Geodetic Science faculty as they moved from Engineering to SES, and the reduced faculty numbers in the Geodetic Science program.

Wolf moved approval of these proposals; the motion was seconded by Blackwell and carried with all in favor.

Semester Proposals: Honors Programs

Mansfield Campus

Wolf presented the proposal. Most students enter the Honors Program at Mansfield directly out of high-school. Most of them are identified as having an ACT score of 26 or higher and usually rank in the 80th percentile in their class. Beginning with Autumn 2011 students are required to submit an application to the Honors Program. Entering student will need to take English H110.01 and maintain or exceed the Honors Program requirements for Mansfield Campus. The requirements for the Honor Programs are: 3.4 GPA at the end of every year, 4 honors courses are taken during the first 2 years, plus one A&S 100 H seminar in each year in the program while on the regional campus. Students in majors not on the Mansfield Campus will meet with their department in Columbus to finalize their honors requirements prior to graduation.

Wolf moved approval of this proposal; the motion was seconded by Douglas and carried with all in favor.
The meeting adjourned at 5:00 PM.

Respectfully submitted,

W. Randy Smith
Liana Crisan-Vandeborne