COUNCIL ON ACADEMIC AFFAIRS

1039 DERBY HALL

May 30, 2007

3:00 – 5:00 pm

MINUTES

Present:

Professors: Daniel E. Collins, Lora Gingerich Dobos, Richard P. Gunther, Nancy Reynolds, W. Randy Smith (Vice Chair), George J. Valco, Brian L. Winer (Chair)

Student Members: Rose M. Babington (Undergraduate Student Government); Jane Evans (Council of Graduate Students);

Guests: Jed Dickhaut, Associate Registrar and Cynthia Feidler, Assistant Registrar, Office of the University Registrar; Professors Stephen Mangum, Senior Associate Dean, Jill Ellingson, Graduate Studies Committee, Department of Labor and Human Resources, and Jay Yutzey, Executive Director, Undergraduate Programs, Fisher College of Business; Professor Gagan Agrawal, Department of Computer Science and Engineering; Professor Robert Gustafson, Associate Dean, College of Engineering; Dr. Jill Pfister, Assistant Dean, College of Food, Agricultural, and Environmental Sciences; Professor Golden Jackson-Mergler, Program Director, Service Learning Initiative


Dobos moved approval of the minutes of the meeting of April 4, 2007. It was seconded by Babington, and approved unanimously.

Reynolds moved approval of the minutes of the meeting of April 18, 2007. It was seconded by Collins and approved unanimously.

Gunther moved approval of the minutes of the meeting of April 25, 2007. It was seconded by Dobos and approved unanimously.

Collins moved approval of the minutes of the meeting of May 2, 2007 meeting with corrections and with the addition of the “resolutions” document, as an appendix. It was seconded by Babington and approved unanimously.
COMMENTS FROM THE CHAIR – PROFESSOR BRIAN L. WINER

- The University Senate, at its May 10, 2007 meeting, approved the proposal to reduce the minimum hours to graduation from 191 to 181, with no more than five hours reduced from the General Education Curriculum (GEC).

COMMENTS FROM THE VICE CHAIR - PROFESSOR W. RANDY SMITH

- The proposal from the School of Communication to rename the (Journalism and Communication) M.A. program to “Professional Communication” was approved by Council at its November 15, 2006 meeting. Subsequently the School indicated that it had intended for it to be a tagged degree and not an M.A. degree. Based on the recommendation from the Council on Research and Graduate Studies, there is now a proposal to change the Masters in Professional Communication to a tagged degree. Smith asked the Council if there were any objections to this recommendation. There was none. This proposal will now need University Senate action during Autumn 2007 and additional approval by the Ohio Board of Regents.

- The College of Medicine is requesting use of the term “center” for the:
  - OSU Sports Medicine Center
  - Radiosurgery Center for Brain and Spine
  - Center on Advanced Radiation Technology and Therapy
  - Center for Global Health

  Smith asked the Council if there were any objections. There was none. He noted that should any of these “centers” want to secure “academic center” status, then a formal proposal will need to be submitted to the Council on Academic Affairs. These requests will be sent to the Board of Trustees for action at its July 13, 2007 meeting.

- The University has received a “draft” report from the site review team of the recent institutional reaccredidation process. It is currently being reviewed by the Office of the President and the Office of Academic Affairs for factual accuracy.

- Smith noted that two faculty members – Valco and Winer- are scheduled to rotate off Council this Summer and Gunther will leave the Council a year early to be the chair-elect of the Faculty Council. Evans, Council of Graduate Students, Yeh, Undergraduate Student Government, and Rajashekara, Inter Professional Council will finish their terms as well.

  Once new members are identified, they will be invited to attend Summer meetings to get oriented.

- **B.S. Templates from Other Colleges**

Winer and Smith had met with four colleges for which additional information or revised proposals were needed for the reduction in minimum hours to graduation.

**College of Food, Agricultural and Environmental Sciences (FAES)**

Initially, it proposed a 10 hour reduction in the GEC category but it was asked to rework its BS proposal to find the extra 5 hours elsewhere. The result is a proposal reducing 2 to 3 hours from electives, thus reducing graduation hours from 190 to 183. It could not reduce 5 hours from the electives because of the low range of electives available for students in its programs.

**Fisher College of Business**

Initially it wanted to reduce 10 hours from the GEC and 5 hours from electives thus reducing its current hours to graduation from 196 to 181. The current proposal reduces 5 hours from the GEC and 5 hours from electives thus reducing hours to graduate from 196 to 186.

**Engineering**

The College could not reduce hours to graduation any more than through 5 hours in the GEC. It does not have free electives in its curriculum. The College submitted a detailed report giving the history of reductions in the “major” curriculum since 1990 that have resulted in a 16-17 hour reduction. Comparisons with benchmark universities were provided. Winer noted that Engineering is not out of line with other universities. Professor Robert Gustafson, Associate Dean, College of Engineering added that the Department of Computer Science and Engineering cannot reduce further due to accreditation limitations.

Dobos moved to approve the FAES proposal. The motion was seconded by Reynolds and passed unanimously.

Valco moved to approve the Business proposal. The motion was seconded by Collins and passed unanimously.
Valco moved to approve the Engineering proposal. The motion was seconded by Babington and passed unanimously.

**College of Education and Human Ecology**

The College expressed concern that because some of its majors could not be reduced by 10 hours, it would not be able to implement the new 181 hour limit. Winer and Smith had assured the College that because many, but not all, of the majors could do so, the College should submit a revised template for consideration at the June 20, 2007 Council meeting.

**PROPOSAL FROM THE FISHER COLLEGE OF BUSINESS FOR A COMBINED PROGRAM – BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION/ MASTERS OF LABOR AND HUMAN RESOURCES - PROFESSORS BRIAN L. WINER AND W. RANDY SMITH – SUBCOMMITTEE D**

Winer gave a summary of the proposal. The reason for this request to create a 3/2 program is to provide well qualified undergraduates in the Fisher College of Business with an opportunity to complete both the Bachelor of Science in Business Administration (BSBA) degree and the Masters of Labor and Human Resources (MLHR) degree in five years. Students will complete undergraduate coursework as an “undergraduate student” during the first 3 years and then complete graduate coursework. Page 4 of the proposal provides an outline of eligibility criteria to enter the program. The proposal has been approved by the Graduate School.

**DISCUSSION WITH PROFESSOR STEPHEN MANGUM, SENIOR ASSOCIATE DEAN, JAY YUTZEY, EXECUTIVE DIRECTOR, UNDERGRADUATE EDUCATION PROGRAMS, FISHER COLLEGE OF BUSINESS**

Mangum gave an overview of the proposal. 3/2 programs exist within the Fisher College of Business in many majors. Only the Human Resource Management area does not have such a program. The field of human resources (HR) is becoming increasingly competitive, requiring graduates who have advanced skills in strategic thinking, program and system design, metrics evaluation, and organization leadership and change. In keeping with these expectations, many organizations require applicants to have completed a Masters degree in HR before they can compete for higher positions. Many students are interested in doing a masters in HR and a 3/2 program is better than a 4/2. To receive a BSBA degree, 3/2 students must still satisfy the requirement of the undergraduate degree. Course efficiencies are gained by allowing them to double-count HR courses.
How will this program accommodate honors students? BUS/MHR 701 will be waived for honors students as a requirement for application to the program. Honors students will take the capstone course H799 in Autumn of their senior year which will be their first quarter in the MLHR program. They are allowed to fulfill the Cohort program final paper requirement with the Plan A (Master’s thesis) or Plan B (Internship) requirement of the MLHR program.

How will this work with new GEC reduction? Yutzey indicated that the total undergraduate credit hours will drop from 146 to 141. The 3/2 program has no electives, only 5 hours will be reduced.

Subcommittee D moved approval of the proposal. Babington seconded the motion and it passed unanimously.

PROPOSAL FROM THE DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING TO RENAME ITS GRADUATE PROGRAM FROM COMPUTER AND INFORMATION SCIENCE TO COMPUTER SCIENCE AND ENGINEERING – PROFESSORS BRIAN L. WINER AND W. RANDY SMITH – SUBCOMMITTEE D

Winer gave an overview of the proposal. The Department of Computer Science and Engineering changed its name from the Department of Computer and Information Sciences to the Department of Computer Science and Engineering in Winter 2004. Now it is requesting a name change of the graduate program to align with the department name. Since the Department of Computer and Information Science was established in 1968, the term “computer and information science” accurately described the Department’s focus and mission even as the field of computing changed over the years. However, by 2003, the new department name was simpler, clearer, and less confusing and the graduate program name should be aligned with it. Concurrence from the Department of Electrical and Computer Engineering chair had been received.

There were no questions from the Council.

Subcommittee D moved approval. Babington seconded the motion and it passed unanimously.

PROPOSAL FOR POLICIES AND PROCEDURES FOR APPROVING AND LISTING DESIGNATED SERVICE LEARNING COURSES - PROFESSORS BRIAN L. WINER AND W. RANDY SMITH – SUBCOMMITTEE D

Winer gave a brief summary of the proposal. The Service –Learning Initiative is led by Professor Golden Jackson-Mergler, Department of Consumer Sciences. The purpose of this request is to identify existing courses that conform to the university-accepted criteria
for evaluation of courses designated as service-learning, and assignment of a course number with an S-suffix.

DISCUSSION WITH PROFESSOR GOLDEN JACKSON-MERGLER, PROGRAM DIRECTOR, SERVICE LEARNING INITIATIVE

Jackson-Mergler gave an overview of the proposal. Service-learning is a form of experiential education characterized by student participation in an organized service activity that is connected to specific learning outcomes, meets identified community needs and provides structured time for student reflection and connection of the service experience to learning. The designated service-learning courses will be listed in the University Course Bulletin and Master Schedule. The primary objective for identifying and listing courses as “Service-Learning” is to assist students in finding these courses by adding a special suffix of ‘S’ to the course. Another goal is to ensure consistent quality and that all activities described as service-learning be focused on enhancement of academic learning.

How do we evaluate existing courses to qualify to be service-learning course? Clear criteria of what constitutes a service learning course are clearly outlined in the proposal under ‘Elements of a Service-Learning Course.’ An effective service-learning course should include the following core premises: connection to academic learning, analysis of connection between academic content and service, mutual benefit for all involved, student preparation and support, plan for evaluation, and plan for sustainability.

New courses proposed with S-suffix will be reviewed according to existing procedures within the department/school and college and is sent to the Service-Learning Scholars Roundtable (SLSR) for advice and comment

Existing courses requesting an S-suffix will be submitted to the SLSR for advice and comment. The Program Director of the SLSR will convene a committee of 5 university faculty/staff from the Roundtable and from areas appropriate to the content of the proposed course.

There were no further questions.

Subcommittee D moved approval. It was seconded by Collins and passed unanimously.

ELECTION OF CHAIR AND VICE CHAIR – 2007-2008

Three Council members, Dobos, Halasek, and Reynolds will return to Council next year as third year members. Winer spoke with each regarding interest in a leadership role.
With that input, Winer moved to elect Halasek as Chair for 2007-2008. The motion was seconded by Evans and passed unanimously.

Winer moved to elect Smith as the Vice-Chair for 2007-2008. The motion was seconded by Babington and passed unanimously.

Meeting Adjourned at 4:45pm.

Respectfully submitted,

W. Randy Smith
Lakshmi Dutta