To Whom It May Concern:

In December 2009, the Board of Regents approved Ohio State University’s proposal to offer a Specialized Master in Business (SMB) with two tracks: one in finance and one in marketing. On January 11, 2010 The Chancellor signed his approval on the Background Summary for The Ohio State University’s Specialized Master in Business program.

Recently, we discovered that our proposal did not specifically request transcript designations for each of the two tracks we are offering. This was an oversight on our part, and one that we need to rectify as soon as is feasible.

As our proposal indicated, the tracks of the SMB degree share a common core that comprises les than 1/3 of the overall curriculum. The remainder of the curriculum involves focused study in the area of specialization and there is no elective curriculum overlap across tracks. The transcript designation is important for the degree holder and for those looking at the transcript to assess it for academic performance and background.

Thus, we request that there be two transcript designations: one for the Specialized Master in Business-Finance and another for the Specialized Master in Business-Marketing. The two pages that follow provide more information on the curriculum for each track.

Respectfully,

Karen Hopper Wruck
Professor of Finance and Associate Dean for Graduate Programs
Fisher College of Business, The Ohio State University
Request for Transcript Designation:  
Specialized Master in Business-Finance

The “finance track” for students in the Specialized Master of Business program (heretofore referenced as SMB-F) is distinguished from all other tracks associated with the SMB degree by its clear emphasis on finance (versus other areas of business).

Students in the SMB-F program take four required core courses that build foundational skills for the SMB program. These courses are common to all SMB tracks. Following the completion of this core, students take a minimum of 8 classes that concentrate exclusively on finance.

Thus, a minimum of 2/3 of their curriculum is focused on the study of finance and has no overlap with the curriculum of other SMB degree tracks. We request, therefore, that there be a transcript designation for the finance track.
Request for Transcript Designation:
Specialized Master in Business-Marketing

The “marketing track” for students in the Specialized Master of Business program (heretofore referenced as SMB-M) is distinguished from all other tracks associated with the SMB degree by its clear emphasis on marketing (versus other areas of business).

Students in the SMB-M program take four required core courses that build foundational skills for the SMB program. These courses are common to all SMB tracks. Following the completion of this core, students take a minimum of 8 classes that concentrate exclusively on marketing.

Thus, a minimum of 2/3 of their curriculum is focused on the study of marketing and has no overlap with the curriculum of other SMB degree tracks. We request, therefore, that there be a transcript designation for the marketing track.
Graduate Council Members Present:
Enrico Bonello, Sarah Bryner, Ginny Bungardner, Margaret Newell, Jonathan Nutt, John Oberdick, Robert Perry, Jim Phelan (chair), Roberto Rojas, Harald Vaessin

Graduate School Staff Present: Patrick Osmer, Ann Salimbene, Elliot Slotnick, Tim Watson, Susan Reeser (recorder)

A. Approval of Minutes
• Professor Phelan called the meeting to order and asked for a review of the minutes from the October 4, 2010, Graduate Council meeting. The minutes were approved as submitted.

B. Announcements – Dean Pat Osmer
• Announced that Professor Bonello had agreed to serve on the Curriculum Committee replacing Professor Early. Dean Osmer thanked Professor Bonello for taking on the additional committee work.

• Program Council, the committee charged with implementing the recommendations in the reports of the task forces on the life sciences and the environmental sciences, is moving forward with the implementation plan developed by the Life Sciences (LS) steering committee. The plan will foster what the LS steering committee calls the LS Network and will include disciplinary and interdisciplinary graduate programs in the life sciences. Immediate plans include conducting a search for an interim executive director and a program coordinator, finding suitable office space, and developing a web presence.

• The Graduate School has received 31 nominations for the Howard Hughes Medical Institute’s (HHMI) fellowship program in the biomedical and related sciences. The Graduate School is organizing a 5 member committee to review the nominations and select the 10 finalists for submission by the December 1 deadline.

• The graduate schools from each of the CIC institutions have entered into an agreement with the Smithsonian Institution to participate in a fellowship program. Ohio State is eligible to submit 1 fellowship nomination by the November 24 deadline.

• Reported that he had been working with Dolan Evanovich, Vice President for Strategic Enrollment Planning, and Kathy Starkoff, Chief Information Officer, to find a solution to the erroneous holds being placed on graduate student accounts in the SIS system in connection with their appointments and stipends. Dean Osmer asked Council members to send him any other instances of concern caused by SIS so that he can work with administration to find a solution.

C. Business
1) Semester Conversion
   Associate Dean Slotnick reported that he attended the Semester Summit held at Ohio State on October 25 along with faculty and administrators from other two- and 4-year Ohio institutions that are making the change from quarters to semesters. The summit provided an opportunity to share ideas, solutions, and best practices in the conversion process.
Assistant Dean Salimbene is making a thorough review of the *Graduate School Handbook* to make minor wording changes relative to how term and session are used to be consistent with the overall university wording.

Jonathan Nutt said that the Council of Graduate Students continues to have concerns about how Graduate Associate (GA) teaching loads and compensation will be handled when teaching in various combinations of autumn, spring, and summer session, and the May term to ensure that stipend levels and workloads remain similar to those under the quarter system.

2) **Zero credit hour policy and continuous enrollment**

Associate Dean Slotnick introduced new wording for the zero credit hour enrollment option that will allow graduate students who have won awards, fellowships, or plan to study abroad to enroll in Graduate School 889. This continuous enrollment option allows students to maintain their affiliation with Ohio State for student loan deferment purposes, the Student Health Insurance program, and for international students’ visa considerations. Students wishing to use Graduate School 889 must have the support of their graduate program college office, which will petition the Graduate School on behalf of the student.

Some Council members questioned whether an agreement can be made for blanket approval for programs where study abroad is part of their student’s curriculum. Dean Osmer said that some arrangement can be worked out ahead of time to accommodate these situations and that multiple year waivers may be possible on a petition basis. It will be incumbent on graduate programs to inform their students about the continuous enrollment policy stressing their responsibilities and obligations. Dean Slotnick asked that any questions or concerns about the policy be referred to him.

Tim Watson, director, Graduation Services, said that the Graduate School will soon be monitoring large numbers of post-candidacy students who will fall under the continuous enrollment policy and that it will be difficult to monitor these students if there are numerous policy exceptions. He went over the procedures the Graduate School is following to communicate the policy to students.

Professor Newell introduced a document expressing concern with the continuous enrollment policy and the financial burden it places on students. The document describes the time limits on graduate student funding packages that exist in the Arts and Sciences. She expressed dismay at students only being allowed to request one year of exemption from the continuous enrollment requirement especially when students in the Department of History can spend multiple years doing study abroad. She was also concerned that ABD students who take positions as adjunct faculty at the regional campuses are still being required to pay fees. Professor Rojas said that the programmatic and funding issues mentioned in the document should be handled separately and that programs need to strengthen student funding packages in order to help students complete their degrees.

Dean Osmer reiterated that the intent of the continuous enrollment policy was to ensure that students complete their degrees in a timely manner. He said that other institutions have similar policies and that Ohio State is unique in not having a policy before now. He said that the Graduate School plans to do more to communicate the policy to students and programs. Colleges and programs also share a responsibility to communicate the continuous enrollment policy to their students. Dean Osmer said that he will work with the
college deans to develop national time-to-degree norms for each of the academic fields so students can achieve their degree in a reasonable amount of time.

Dean Osmer said that a coordinated approach to funding graduate students is needed as well to ensure students can complete their degrees. He said that Dean Steinmetz, College of Arts and Sciences, assured him that the college guarantees up to a 5-year funding base per student with outside support being added on top of the base. In addition, programs have flexibility to trade off more than 5 years of support against the number of students being offered support.

D. Graduate Council Curriculum Committee Reports and Actions
   — Enrico Bonello, Liaison

Dean Osmer thanked Professor Bonello for agreeing to serve on the Curriculum Committee and for taking on the liaison responsibilities for Professor Early who is on medical leave.

1. Curriculum Committee Proposals
   • Proposal to make minor changes in the requirements of the non-thesis master’s degree in Microbiology
   • Proposal to create a Graduate Specialization in Rural Sociology in the Environmental and Natural Resources (ENR) graduate program
   • Proposal to offer off-site delivery of the Master of Business Operational Excellence (MBOE) program to leaders in the Evansville, Indiana public school system
   • Proposal to create a Graduate Specialization in Finance and Marketing in the Specialized Master’s of Business (SMB) degree program

   Professor Bonello explained the Curriculum Committee’s review and vetting process and reported that each of the proposals above had been approved by the committee. He explained each of the proposals and answered questions from Council members. Each of the proposals were individually approved by the Graduate Council and will be forwarded to the Council on Academic Affairs for further processing.

E. Other
   • Council members asked how the data from the NRC Data Based Assessment of Research Doctorate Programs were being used at Ohio State. Dean Osmer said that Julie Carpenter-Hubin, director, Institutional Research and Planning, is working with Academic Analytics to supplement the NRC data with student’s placement data. Dean Osmer will invite Julie to attend the next Council meeting to discuss the NRC.

The meeting was adjourned at 4:40 p.m.