September 3, 2014

Scott Herness, Associate Dean
Graduate School
240 University Hall
230 North Oval Mall
CAMPUS

Dear Scott:

Enclosed for your review is a proposal for the creation of a Graduate Minor in Public Policy and Management. The proposal was unanimously approved by the Glenn School’s Graduate Studies Committee on 2/10/14 and concurrences from several academic units and colleges have been collected over the past few months, which has yielded productive communication about future opportunities to collaborate in the development of Graduate Interdisciplinary Specialization development.

As many of our partners across campus have commented, this Graduate Minor will serve the interests of many students from other units (per Graduate School rules this minor is only available to students not pursuing a degree at the Glenn School). In addition, it will help provide graduate students in other programs increased opportunity to build skill sets that will prepare them for their future careers, while at the same time serving the School’s and the University’s overall mission.

I am happy to answer any questions you might have about the proposal. Please feel free to email me at brown.2296@osu.edu or call me at 2-4533. Thank you for your consideration.

Kind Regards,

Trevor Brown
Director
brown.2296@osu.edu

Enclosure

TB/kh
Concurrence Summary for Graduate Minors in
Public Policy and Management
And
Nonprofit Studies

<table>
<thead>
<tr>
<th>Sent to</th>
<th>Date Sent</th>
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<th>Date Received</th>
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<tr>
<td>Garry Jenkins, Law</td>
<td>2/6/2014</td>
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<td>Tim Haab, Dept of Ag, Env &amp; Dev Econ</td>
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<td>Mike Bisesi, Pub Hlth</td>
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<td>Denise Bronson, SWK</td>
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Fiscal Unit/Academic Org: John Glenn School of Public Affairs - D240
Administrating College/Academic Group: John Glenn School of Public Affairs
Co-administering College/Academic Group: New Program/Plan
Semester Conversion Designation: Proposed Program
Proposed Program/Plan Name: Graduate Minor in Public Policy and Management
Type of Program/Plan: Graduate minor
Program/Plan Code Abbreviation: PPM-MN
Proposed Degree Title:

Credit Hour Explanation

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<th>A) Number of credit hours in current program (Quarter credit hours)</th>
<th>B) Calculated result for 240% of current (Semester credit hours)</th>
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Program Learning Goals

Note: These are required for all undergraduate degree programs and majors now, and will be required for all graduate and professional degree programs in 2012. Nonetheless, all programs are encouraged to complete these now.

Program Learning Goals

* The Graduate Minor in Public Policy and Management will equip students with the skills required to perform analytical and managerial tasks in a public sector setting, whether a government agency, nonprofit organization, or private firm.

Assessment

Assessment plan includes student learning goals, how those goals are evaluated, and how the information collected is used to improve student learning. An assessment plan is required for undergraduate majors and degrees. Graduate and professional degree programs are encouraged to complete this now, but will not be required to do so until 2012.

Is this a degree program (undergraduate, graduate, or professional) or major proposal? No

Program Specializations/Sub-Plans

If you do not specify a program specialization/sub-plan it will be assumed you are submitting this program for all program specializations/sub-plans.

Pre-Major
Does this Program have a Pre-Major? No

**Attachments**

- Grad Minor in Pub Pol & Mgt with Concurrences.pdf: Proposal and Concurrences
  (Program Proposal. Owner: Hallihan, Kathleen Mary)
- Letter of Approval Glenn School Director.docx: College Letter
  (Letter from the College to CAA. Owner: Hallihan, Kathleen Mary)
- Minor in Public Policy and Management.pdf: GCC Review Letter
  (Other Supporting Documentation. Owner: Hess, M Scott)
- Revised Graduate Minor in Pub Pol Mgmt 10-10-14.pdf: Revised Proposal
  (Program Proposal. Owner: Hallihan, Kathleen Mary)
- Revised Graduate Minor in Pub Pol Mgmt 10-10-14_2.pdf: Revised Proposal - Please use this one
  (Program Proposal. Owner: Greentbaum, Robert Theodore)

**Comments**

- Revised proposal addresses/includes all suggestions made in GCCC letter. Learning goals are embedded in "requirements" section and listed on student Program Form. Concurrence packed and Director letter in original proposal. (by Hallihan, Kathleen Mary on 10/1/2014 11:11 AM)
- Returned with GCCC review for potential revision, if desired. (by Hess, M Scott on 10/7/2014 10:21 AM)

**Workflow Information**

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<td>Newhouse, Melissa Ann</td>
<td>11/04/2014 10:19 AM</td>
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Proposal for Graduate Minor in Public Policy and Management

John Glenn School of Public Affairs, The Ohio State University
September 3, 2014
Revised October 10, 2014
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Introduction and Rationale

The John Glenn School of Public Affairs at The Ohio State University seeks approval to launch a Graduate Minor in “Public Policy and Management.” The program will be housed in the John Glenn School of Public Affairs on the Columbus Campus. Our intention is that students seeking graduate level degrees, both terminal Masters and doctoral degrees, in Colleges around the campus will use the minor to complement their primary degree with professional analytical and managerial skills for work in the public sector. The initial target audience will be students in degree programs where the School has established dual, joint, or combined degree programs because there is an existing link from these degree programs to the applied knowledge and skills offered by the School’s coursework, but some students may view a dual, joint, or combined degree as too onerous in terms of time and finances. Over time the School will recruit students from across the university in degree programs outside of the School’s existing curricular partners.

The School requests that the completion of the Graduate Minor be designated on each student’s transcript.

In response to the University’s stated goal to improve the professionalized skills and marketability of students in its various graduate disciplines, the Glenn School proposes to offer a Graduate Minor in Public Policy and Management. The Graduate Minor will equip students with the skills required to perform analytical and managerial tasks in a public sector setting, whether a government agency, nonprofit organization, or private firm. The purpose of this minor is to provide graduate students in other disciplines with access to Public Policy Analysis and Management training that will serve them in their careers. The courses in the Graduate Minor will be offered across all semesters, including the summer, so that students can reasonably add the minor to their current degree programs. Given robust enrollment in the School’s multiple dual and joint degrees, the School anticipates solid demand for this minor.

The Glenn School currently has nine approved dual, joint, and combined degrees in place with Colleges around the university. The table below lists all of these degrees. These programs have been highly popular, but some require students to add a year to a year-and-a-half of additional graduate study to their primary program. The proposed Graduate Minor in Public Policy and Management provides a more affordable and quicker, albeit less comprehensive, alternative to a dual, joint, or combined degree program with the Glenn School.

<table>
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<tr>
<th>Degrees Earned</th>
<th>Partner College</th>
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<tr>
<td>Juris Doctor/Master of Arts in Public Policy and Management (JD/MA)</td>
<td>Moritz College of Law</td>
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<tr>
<td>Master of Health Administration/Master of Public Administration (MHA/MPA)</td>
<td>College of Public Health</td>
</tr>
<tr>
<td>Master of Social Work/Master of Arts in Public Policy and Management (MSW/MA)</td>
<td>College of Social Work</td>
</tr>
<tr>
<td>Master of Arts in Slavic and East European Studies/ Master of Arts in Public Policy and Management (MA-SEES/MA)</td>
<td>Center for Slavic and East European Studies, College of Arts and Sciences</td>
</tr>
<tr>
<td>Master of Business Administration/Master of Public Administration (MBA/MPA)</td>
<td>Fisher College of Business</td>
</tr>
<tr>
<td>Master of City and Regional Planning/ Master of Arts in Public Policy and Management (MCRP/MA)</td>
<td>Knowlton School of Architecture, College of Engineering</td>
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<tr>
<td>Master of Science in Environment and Natural Resources/ Master of Arts in Public Policy and Management (MS-ENR/MA)</td>
<td>School of Environment and Natural Resources, College of Food, Agriculture, and Environmental Science</td>
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Master of Science in Agricultural, Environmental and Development Economics/Master of Public Administration (MS-AEDE/MPA) | Department of Agricultural, Environmental and Development Economics, College of Food, Agriculture, and Environmental Science
---|---
Master of Arts Policy Administration (Joint MA) | Department of Arts Administration, Education, and Policy College of Arts and Sciences

**Links to Mission**

One of the Glenn School’s primary missions is to serve as an integrator on campus, bringing together knowledge from a variety of fields and then harnessing and applying that knowledge to tackle policy and management problems in the public sector. The Glenn School is highly interdisciplinary in its faculty make-up and curricular offerings (reflected in the large number of dual degrees). The proposed degree program has been designed in that spirit of interdisciplinarity so that it can plug relatively easily into other existing degree programs on campus.

The Glenn School is ranked among the top 15% of all public affairs nationally. With the addition of new talented faculty, that reputation is improving. The reputational value and academic quality of the Glenn School complements many other already strong programs on campus and helps attract top students to Ohio State. The proposed minor will offer students the opportunity to further enhance their primary program of study with a unique set of transferable skills and capabilities in public policy analysis and management.

**Organizational Responsibility**

The proposed Graduate Minor degree will be under the governance of the John Glenn School of Public Affairs and will be administered and overseen by the Graduate Studies Chair (“Director of Graduate Studies”) and a Graduate Studies Committee, who have graduate faculty status with the Graduate School. The Glenn School faculty will work closely with faculty liaisons and faculty advisors in partner graduate degree programs around the university to recruit students to the minor and advise students on curricular choices within the minor that complement their primary course of study.

**Implementation Date**

If approved, the Glenn School plans to recruit students immediately with the launch of the program in Spring of 2015. The target class size is 15 students per year with five to ten students in the first year.

**Other Programs**

The School knows only one other program of this type currently being offered at the University of North Carolina ([http://publicpolicy.unc.edu/graduates/graduate-minor](http://publicpolicy.unc.edu/graduates/graduate-minor)). This will make the program and Ohio State distinctive.

**Proposed Program Curriculum and Requirements**

The proposed Graduate Minor in Public Policy and Management requires students to complete a minimum of 10 hours of graded graduate-level coursework in at least three courses offered by the John Glenn School
of Public Affairs (including courses cross-listed with other departments on campus as long as those courses are not part of the student's home-unit degree requirements).

All students are required to take either PUBAFRS 6000 Public Policy Formulation and Implementation (4 credit hours), PUBAFRS 6050 Managing Public Sector Organizations (4 credit hours), or PUBAFRS 6060 Managing Human Resources in Public Organizations (4). If a student's focus interest is in policy, PUBAFRS 6000 should be taken. If the student's focus interest is in management, either PUBAFRS 6050 or PUBAFRS 6060 may be taken as a foundational course for the minor. This structure allows maximum flexibility for students in terms of offering patterns, and because 6050 is not a prerequisite for 6060, students may choose which course is of most value to them. After completion of the selected foundational course, students select two additional elective courses from a list of courses approved by the Glenn School's Graduate Curriculum Committee. These courses allow students to specialize their instruction based on their interests and how best to complement their primary degree program. Glenn School Student Services staff will advise students enrolled in the Minor and coordinate with the student’s advisor in their primary degree program.

Students must attain a grade of B or better in each course comprising the Graduate Minor. The completed Graduate Minor will appear on the student's transcript.

The Glenn School also has a Graduate Minor in Nonprofit Studies (pending approval) which can look similar to this minor in elective coursework, however this minor focuses more intensely on policy-related study (hence the requirement of PUBAFRS 6000 or 6050 or 6060 as the basis for this minor whereas the required course for the Nonprofit Studies minor is PUBAFRS 7553 and neither PUBAFRS 6000 nor 6050 is a recommended choice.) However, if a student completes the Graduate Minor Program Form for the Public Policy and Management minor, and it seems their interests lean strongly toward Nonprofit, s/he will be counseled to consider pursuing the Nonprofit Minor if it is a better fit.

Prospective Enrollment

The School projects initial enrollment of five to ten students for the summer or fall, with a steady state of about 15 students per year.

Admissions

The criteria for admissions to the Graduate Minor in Public Policy and Management will be admission to the student's primary academic program, good standing in the Graduate School, a TOEFL score of at least 100 for international students, and appropriate undergraduate coursework or equivalent experience in American Government (PS 1101 or equivalent). Students must complete a brief application form that will help assess their areas of focus interest in the Minor and provide information on their background and performance in their primary program, and to help faculty and advisors identify coursework in appropriate areas. Should the program be oversubscribed, students will be selected based on their application information. We can accommodate up to 30 students per year, so oversubscription is not anticipated to be a problem for the first few years.

Efforts to Enroll and Retain Women and Minority Students

We will work closely with the various partner colleges to ensure that access to the Graduate Minor in Public Policy and Management has a diverse enrollment including women and under-represented domestic
minorities. We will also make information regarding this Graduate Minor available to the Office of Diversity Initiatives and the Office of Veterans' Affairs.

Facility, Faculty and Support Services Requirements

Program Administration
The program will be administered by the Graduate Studies Chair, and the Glenn School’s Graduate Studies Committee, who have graduate faculty status within the Graduate School.

Faculty and Facilities
As students in this program will enroll in existing Glenn School courses across the academic year and summer session, no new faculty or facilities are required.

Program Review

The Graduate Minor in Public Policy and Management will be reviewed each year by the School’s Graduate Studies Chair. Faculty from the Graduate Curriculum Committee and partner Colleges will be called upon to help in this review as needed. Evaluation criteria will include the ability of the program to 1) attract students, 2) maintain financial stability, 3) achieve a satisfactory level of student completion within a reasonable time frame, 4) deliver a high quality educational experience to participating students, and 5) complement the value of the students’ educational experience in their primary college of study.

Student Learning Goals
Students who successfully complete the Graduate Minor in Public Policy and Management will be able to:

- Analyze policy issues critically and contribute to problem-solving and decision-making in a public sector setting
- Lead and manage at an entry- to mid-level capacity in public governance
- Articulate and apply a public service perspective
- Communicate and interact productively with a diverse and changing workforce citizenry

Required Coursework: Please see Public Policy and Management Graduate Minor Program Form information on following pages.
Graduate Minor in Public Policy and Management
Student Application and Advising Sheet

A Graduate Minor involves **one program outside a student's major graduate program**. A Graduate Minor requires a minimum of 10 hours of graduate-level course work in at least three courses. Twenty hours of graduate level courses is the maximum allowance for Graduate Minors. The student must receive a B or better (or S when applicable) in each course comprising the Graduate Minor. The completed Graduate Minor will appear on the student's transcript.

*(Graduate School Handbook, Section VIII.4)*

**Description and Student Learning Goals**

The Graduate Minor in Public Policy and Management will equip students with the skills required to perform analytical and managerial tasks in a public sector setting, whether a government agency, nonprofit organization, or private firm. The purpose of this minor is to provide graduate students in disciplines across the University access to Public Policy Analysis and Management training that will serve them in their careers.

Students who successfully complete the Graduate Minor in Public Policy and Management will be able to:

- Analyze policy issues critically and contribute to problem-solving and decision-making in a public sector setting
- Lead and manage at an entry- to mid-level capacity in public governance
- Articulate and apply a public service perspective
- Communicate and interact productively with a diverse and changing workforce citizenry

**Procedures for Applying to and Completing the Minor**

1. Complete the Public Policy and Management Graduate Minor Program Form (page 4). Submit this form as soon as possible to the John Glenn School of Public Affairs Student Services Office, 110 Page Hall, 1810 College Road, Columbus, OH 43210, or to GlennApply@osu.edu (Subject: Graduate Minor). This form serves as the application to enroll in the graduate minor.

2. The student will receive an acknowledgement indicating whether or not the request is approved. If approved, the student will receive the completed Graduate Minor Program Form signed by the Glenn School Director of Graduate Studies (DGS). The Graduate School and the student's primary program advisor will be copied on this email. The Graduate School also will send the student an acknowledgement of admission to the Graduate Minor in Public Policy and Management.

3. The student must adhere to the curriculum of the Graduate Minor Program as indicated on the approved Graduate Minor Program Form. If changes in the approved curriculum are necessary, the student must obtain prior approval from the Glenn School's DGS. The Graduate School will match the course completed with those in the approved Plan. *Departures from the approved Minor Program could lead the specialization not appearing on the student’s transcript.*

4. Upon completion of the Graduate Minor Program, the student must submit the Graduate Minor Transcript Designation Form to the Glenn School DGS. The completed form will be sent to the Graduate School for posting the minor on the transcript.
If you have additional questions, please contact the John Glenn School of Public Affairs (614-292-8696 or glennapply@osu.edu) to make an appointment.

Eligibility
An Ohio State University student already enrolled with good standing in a graduate program whose home department is NOT the John Glenn School. International students must have a minimum TOEFL score of 100 to be eligible, and appropriate undergraduate coursework or equivalent experience in American Government (PS 1101 or equivalent).

Transfer Credits and Dual Degrees
If a student adds a dual degree or transfers into a Glenn School degree program (application and admission required in both cases), only up to 7 credits of Glenn School coursework may count toward degree requirements.

Transcript Designation
Upon meeting the course and grade requirements, and after successfully filing the Graduate Minor Transcript Designation Form, the “Graduate Minor in Public Policy and Management” will be designated on the student’s official OSU transcript.

Requirements
1. The Graduate Minor requires the completion of a minimum of 10 hours of graded graduate-level coursework in courses offered by the John Glenn School of Public Affairs as outlined below.

2. Students must attain a grade of B or better in each course comprising the Graduate Minor.

Required Coursework: [Students interested in a Policy focus should take PUBAFRS 6000.]
PUBAFRS 6000 Public Policy Formulation and Implementation (4)
OR
PUBAFRS 6050 Managing Public Sector Organizations (4)
OR
PUBAFRS 6060: Managing Human Resources in Public Organizations (4)

Elective Coursework: Min 6 credits (min. 2 courses)
The below groupings are designed to assist students in choosing thematically-related courses. They are only suggestions. Any two courses below may count toward the elective requirement for the Graduate Minor. Students may choose any combination of the coursework listed below to count toward the elective requirement for the Graduate Minor.

Not all courses listed below are offered every term: for course offering schedules, please see the Glenn School’s Current Student web page (http://glennschool.osu.edu/current/current.html).

If a student obtains prior permission from the Glenn School DGS s/he may substitute a Glenn School course not listed below for an elective within the Graduate Minor if the advisor and student deem the course as appropriate to the student’s main program of study and if the student has the necessary prerequisite coursework to enter a specific class. Additionally, any Capstone course offering at the Glenn School (numbered 79xx) may be related to Public Policy or Management. If a Capstone course is related to a student’s minor program of study, the student may take a Capstone course as an elective toward the Graduate Minor. Prior approval is required. All Capstone courses are 3 credits.
General Policy/Management:

PUBAFRS 6000: Public Policy Formulation and Implementation (4) (If not taken as required course above.)
PUBAFRS 6050 Managing Public Sector Organizations (4) (If not taken as required course above.)
PUBAFRS 6060: Managing Human Resources in Public Organizations (4) (If not taken as required course above.)
PUBAFRS 6010: Legal Environment of Public Organizations (4)
PUBAFRS 7554: Performance Measurement and Management in the Public Sector
   [Cross-listed with CRP 6620 but students must enroll in PUBAFRS 7555 in order to get credit toward minor.]
PUBAFRS 7555: Project Management (3)
PUBAFRS 7557: Strategy for Public Organizations (3)
PUBAFRS 7572: Policy Modeling and Simulation (3)
PUBAFRS 8000: Public Policy and Management: Foundations and Approaches (3) [Doctoral-level course]
PUBAFRS 8030: Seminar in Public Policy (3) [Doctoral-level course, offered every other year]
PUBAFRS 8040: Seminar in Organizational Theory (3) [Doctoral-level course, offered every other year]
PUBAFRS 8060: Seminar in Public Management (3) [Doctoral-level course, offered every other year]

Non-Profit Oriented: [If a student is interested in more than one of these courses, the student should consider the Nonprofit Studies Graduate Minor, also offered through the Glenn School.]

PUBAFRS 6060: Managing Human Resources in Public Organizations (4) (If not taken as required course above.)
PUBAFRS 7501: Grant Writing in the Public Sector (3)
   [Cross-listed with CRP 6610 but students must enroll in PUBAFRS 7555 in order to get credit toward minor.]
PUBAFRS 7525: Policy and Strategy in the Nonprofit Sector (3)
PUBAFRS 7533: Non-Profit Financial Management (3)
PUBAFRS 5590: Fundraising and Philanthropy (3)
PUBAFRS 5591: Lobbying and Government Relations (3)
PUBAFRS 5592: Marketing for Nonprofit Organizations (3) [pending approval]
PUBAFRS 7550: Contract Management (3)
PUBAFRS 7552: Managing Innovation and Change (3)
PUBAFRS 7553: Nonprofit Management and Governance (3)
PUBAFRS 7557: Strategy for Public Organizations (3)

Health Policy-Related:
PUBAFRS 7502: Health Policy and the Public Sector (3)
PUBAFRS 5591: Lobbying and Government Relations (3)
PUBAFRS 7504: Science and Technology Policy (3)
PUBAFRS 7505: Wicked Policy Problems (3)
PUBAFRS 7534: Privatization (3)
PUBAFRS 7570: Public Management Information Systems (3)
PUBAFRS 7571: Multivariate Data Analysis for Public Policy and Management (3)
PUBAFRS 6030: Public Sector Economics (4)
PUBAFRS 6040: Public Budgeting and Finance (4) (pre-requisite: PUBAFRS 6030 or approved equivalent)
PUBAFRS 6080: Public Affairs Program Evaluation (4) (pre-requisite: PUBAFRS 6070 or approved equivalent)
Education Policy-Related:
PUBAFRS 7503: Higher Education Policy for Public Leaders (3)
PUBAFRS 7505: Wicked Policy Problems (3)
PUBAFRS 7506: Workforce Planning Policy (3)
PUBAFRS 7508: Juvenile Justice System Policy (3)
PUBAFRS 7501/ CRP 6610: Grant Writing in the Public Sector (3)

Energy Policy-Related:
PUBAFRS 7500: Energy Policy and the Environment (3)
PUBAFRS 7501: Grant Writing in the Public Sector (3) [Cross-listed with CRP 6610 but students must enroll in PUBAFRS 7501 in order to get credit toward minor.]
PUBAFRS 7504: Science and Technology Policy (3)
PUBAFRS 7531: Economic Development Policy (3)
PUBAFRS 7534: Privatization (3)
PUBAFRS 7535: Regulation and De-regulation (3)
PUBAFRS 5590: Fundraising and Philanthropy (3)
PUBAFRS 5591: Lobbying and Government Relations (3)

Economic and Fiscal Policy:
PUBAFRS 6030: Public Sector Economics (4)
PUBAFRS 6040: Public Budgeting and Finance (4) (pre-requisite: PUBAFRS 6030 or approved equivalent)
PUBAFRS 7530: Capital Budgeting and Capital Markets (3)
PUBAFRS 7531: Economic Development Policy (3)
PUBAFRS 7532: Governmental Accounting and Financial Management
PUBAFRS 7534: Privatization (3)
PUBAFRS 7535: Regulation and De-regulation (3)
PUBAFRS 6070: Public Affairs Statistics (4)
PUBAFRS 6080: Public Affairs Program Evaluation (4) (pre-requisite: PUBAFRS 6070 or approved equivalent)
PUBAFRS 7570: Public Management Information Systems (3)
PUBAFRS 7571: Multivariate Data Analysis for Public Policy and Management (3)
PUBAFRS 8050: Seminar in Public Sector Economics (3) [Doctoral-level course, offered every other year]
Public Policy and Management Graduate Minor Form

Student’s Name

Major Degree Program (e.g., MBA in Fisher College, PhD in Engineering; MPH in Public Health, etc.)

OSU ID Number

Phone Number

Email Address (OSU.edu)

CUM GPA in OSU graduate program
(minimum 3.0)

International Students: TOEFL score (100 minimum score)

Coursework

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<td>PUBAFRS 6000</td>
<td>Public Policy Formulation and Implementation, or Managing Public Sector Organizations, or Managing Human Resources in Public Organizations</td>
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<td>Electives (at least 6 credits)</td>
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Approval information:
I approve the student’s pursuit of the Graduate Minor in Nonprofit Studies.

Home Graduate Advisor (Printed Name)  Signature  Date

Home Graduate Advisor’s OSU office address, contact phones and email address:

I approve the student’s application to the Graduate Minor in Nonprofit Studies

Director of Graduate Studies, John Glenn School  Signature  Date
Contact List for Grad Minor Concurrence

Karen Wruck, Senior Assoc. Dean
Fisher College of Business
wruck.1@osu.edu

Garry Jenkins, Assoc. Dean for Acad Affairs
College of Law
jenkins.434@osu.edu

Jeffory Hattey, Assistant Dean of Acad Programs
School of Environmental and Natural Resources
hattey.3@osu.edu
&
Ronald Hendrick, Senior Associate Dean
School of Environment and Natural Resources
hendrick.15@osu.edu
forwarded to Jeff Sharp, Interim Director

Tim Haab, Chair
Department of Agricultural, Environmental, and
Development Economics
haab.1@osu.edu

Neal, Steven, Assistant Dean
College of Food, Ag, & Environ Science
neal.2@osu.edu
cc:
Linda Martin, Assoc Dean & Dir Acad Affairs
College of Food, Ag, & Envir Science
martin.1371@osu.edu

Deborah Smith-Shank, Chair
Dept. of Arts Admin, Educ, & Policy
smith-shank.1@osu.edu

Rachel Garshick Kleit, Section Head
City and Regional Planning
kleit.1@osu.edu
forwarded to Gulsah Akar, MCRP

Bisesi, Michael, Sr Assoc Dean for Acad Aff
College of Public Health
bisesi.12@osu.edu

Denise Bronson, Assoc Dean for Acad Affairs
College of Social Work
bronson.6@osu.edu

Steven Fink, Executive Dean of Curriculum and
Instruction
Arts and Sciences
fink.5@osu.edu

David Tomasko, Assoc. Dean for UG Educ & Srv
College of Engineering
tomasko.1@osu.edu
March 18, 2014

To: Glenn School of Public Policy, The Ohio State University
From: Karen Hopper Wruck on behalf of the Dean’s Office, Fisher College of Business
Re: Graduate Minor Proposals in Public Policy and Management and Non-Profit Studies

Thanks for sharing your proposals with us. We have had them reviewed by the Chair of our Accounting and Management Information Systems Department and also by the Chair of our Management and Human Resources Department.

Overall, we are supportive of these proposals and concur with their offering. We are, however, disappointed that since both offerings pertain to the management of organizations, we did not have an opportunity to work with you on these offerings and perhaps offer courses that are highly relevant to students who would be working toward these graduate minors. It is currently well understood that bringing business principles and practices to the government and non-profit sectors is of critical importance to improve the functioning and performance of these organizations. As a business school, we have expertise in business principles and practices that is relevant to managing government organizations, other organizations the function in the public policy arena, and non-profit organizations. Thus, we would have been happy to partner with you in the development and offering of some part of this curriculum.

Our department chairs have identified the following courses we currently offer as examples of courses relevant to these graduate minors.

MHR 7522: Entrepreneurship & Intro to Business Plans,
MHR 7240 or MHR 7244: Negotiations,
MHR 7304: Talent Management,
MHR 7222: Building Leadership Legacy,
MHR 7311: Staffing organizations,
MHR 7230: Developing high performance teams,
MHR 7243: Power & Influence, and
AMIS 7250 Non-profit accounting.

Many of these courses are currently at capacity with our own graduate students, but we would be happy to discuss the possibility of making seats available to minor students if the classes are not filled by our own students, offering additional sections of relevant courses for minor students or developing versions of these courses focused for your graduate minor students if there is sufficient demand.

Again thank you for sharing your proposal with us,

Karen Hopper Wruck, PhD
Senior Associate Dean
Dean’s Distinguished Professor
Professor of Finance
From: Wruck, Karen
Sent: Thursday, July 10, 2014 11:23 AM
To: Brown, Trevor; Hallihan, Kathleen
Cc: Greenberger, David
Subject: Meeting Follow Up

Thanks for a great meeting the other day. I am attaching the proposals for the Health Sciences Graduate Minor and the Undergraduate Entrepreneurship and Innovation Minor (which should receive formal approval next week). Hopefully, these will be useful as we consider how a Graduate Minor in something between us (we need a name) might be structured.

[...]

Best,

Karen
February 10, 2014

Trevor Brown
Interim Director
John Glenn School of Public Affairs
1810 College Road
350C Page Hall
Columbus, OH 43210

Dear Mr. Brown:

On behalf of the Moritz College of Law, I write in support of the Glenn School’s proposals for a new graduate minor in Public Policy and Management and a new graduate minor in Nonprofit Studies at The Ohio State University. I have reviewed both proposals and do not find the minors to conflict with the academic programming or endeavors of the College of Law.

If you require additional information, please do not hesitate to contact me.

Sincerely,

Garry W. Jenkins
From: Neal, Steven
Sent: Monday, May 19, 2014 9:47 AM
To: Hallihan, Kathleen
Cc: Martin, Linda; Haab, Timothy
Subject: RE: Follow up on Concurrence for Glenn School Graduate Minor Proposals

Kate,

After review of the information you have provided below and consulting with the Department of Agricultural, Environmental and Development Economics, the College of Food, Agricultural, and Environmental Sciences offers concurrence for both of the proposed Graduate Minors in Nonprofit Studies and in Public Policy and Public Management.

With regard to the suggestion of creating a Graduate Interdisciplinary Specialization, I would ask that you please work with Dr. Tim Haab, Chair of AEDE to determine if there is interest in further discussions of this possibility. Let me know if you have any additional questions.

Steve

THE OHIO STATE UNIVERSITY

Steven M. Neal, Ph.D.
Professor and Assistant Dean for Academic Affairs
College of Food, Agricultural, and Environmental Sciences
100E Agricultural Administration, 2120 Fyffe Rd. Columbus, OH 43210
Office: 614-292-1734
Fax: 614-292-1218
neal.2@osu.edu

From: Hallihan, Kathleen
Sent: Monday, May 05, 2014 3:00 PM
To: Neal, Steven
Cc: Haab, Timothy; Martin, Linda; Roberts, Teresa M. (Teri); Brown, Trevor; Roe, Brian
Subject: Follow up on Concurrence for Glenn School Graduate Minor Proposals

Dear Steve,

I am writing to follow up on our conversation at Jill Pfister’s retirement party regarding the Glenn School’s proposals for Graduate Minors in two areas:

1) Nonprofit Studies Graduate Minor
   It is my understanding that FAES and our dual degree partners within the college gave concurrence for the Nonprofit Studies minor, seeing no curricular overlap. Please confirm this if you would.

2) Public Policy and Public Management Graduate Minor
   With regard to this minor, first, thank you for the feedback and suggestions to incorporate the courses listed at the bottom of this email. As I explained when we talked, the Graduate School’s rules governing Graduate Minors state that:

   [...]
Graduate Minors. A Graduate Minor involves one program outside a student’s major graduate program. A Graduate Minor requires a minimum of 10 hours of graduate-level course work in at least three courses. Twenty hours of graduate-level courses is the maximum allowance for Graduate Minors. The student must receive a grade of B or better or S in each course comprising the Graduate Minor. The completed Graduate Minor will appear on the student’s transcript.

Graduate Interdisciplinary Specializations. A Graduate Interdisciplinary Specialization involves two or more graduate programs outside the student’s major graduate program. A Graduate Interdisciplinary Specialization requires a minimum of 10 hours of graduate-level course work in at least three courses. Twenty hours of graduate-level courses is the maximum allowance for a Graduate Interdisciplinary Specialization. Nine hours taken for the Graduate Interdisciplinary Specialization must be completed outside of the student’s home program in at least three courses. The student must receive a grade of B or better or S in each course comprising the Graduate Interdisciplinary Specialization. The completed Graduate Interdisciplinary Specialization will appear on the student’s transcript.

(Home » Graduate School Handbook » Section VIII » 8.4—Graduate Minors and Graduate Interdisciplinary Specializations)

As such, we cannot incorporate non-JGS courses into a Graduate Minor, unlike in undergraduate curriculum.

However, we certainly see the fit for students in working together to develop a Graduate Interdisciplinary Specialization which could benefit students in your college, say an ENR student, who was interested in Development Economics and Public Policy, or an AEDEcon student interested in Environmental Policy.

Given the above rules, I would like to request your concurrence for the Public Policy and Public Management Graduate Minor and to set up a meeting this summer to discuss how we might help craft a Graduate Interdisciplinary Specialization, perhaps anchored in FAES?

I am eager to hear your thoughts on this and thanks to you and your colleagues for the collaborative ideas.

Best Regards,
Kate

Kathleen M. Hallihan, Ph.D.
Director, Admissions and Student Services
The John Glenn School of Public Affairs
The Ohio State University
110C Page Hall, 1810 College Road
Columbus, OH 43210-1336
glenn.osu.edu
614 292-8696
614 292-2548 (fax)
***If you have internship or job opportunities you would like to share with Glenn School students, you can develop an online portfolio through our job bank, Friendship 7. Thank you!***

---

Follow the Glenn School on the web:

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From: Haab, Timothy  
Sent: Monday, February 24, 2014 10:56 AM  
To: Roberts, Teresa M. (Teri)  
Cc: Roe, Brian; Martin, Linda; Neal, Steven  
Subject: RE: request for concurrence

Teri,

Our College requested that our concurrence be sent through them (and they would provide a single concurrence/comment document for all involved). We sent our comments to the CFAES on 2/14. The comments we sent to CFAES are pasted here:

Upon review by our Graduate Program Leadership Committee and our Undergraduate Program Leader, AEDE sees value in both the proposed Graduate Minor in Nonprofit Studies and the proposed Graduate Minor in Public Policy and Management.

With regard to the Graduate Minor in Nonprofit Studies, we see no overlap or issues with concurrence and offer our full concurrence with the proposal as written.

With regard to the Graduate Minor in Public Policy and Management, as a department of applied economists and policy analysts, we feel students in the proposed graduate minor would benefit from having the option to take policy analysis and/or management courses we offer as part of our own Masters of Science, are part of our proposed joint Masters of Applied Economics (which is pending approval by OAA) and are included as part of our dual MPA/MS in AEDE currently offered with the Glenn School. These courses include:

AEDECON 5330 – Benefit-Cost Analysis  
AEDECON 6200 - International Economics and Policy  
AEDECON 6300 - Environmental and Resource Economics  
AEDECON 6400 - Regional and International Development
These course are all currently offered on a regular basis and focus on the economic tools of policy analysis and management (benefit-cost analysis) or application of economics to relevant policy and management issues.

Let me know if you need additional information.

Tim

From: Roberts, Teresa M. (Teri)  
Sent: Monday, February 24, 2014 10:38 AM  
To: Haab, Timothy  
Subject: RE: request for concurrence

Just a reminder regarding the request for concurrence for the two graduate minors proposed by the Glenn School. When do you think you might be able to respond?

Teri

Teri Roberts  
Executive Assistant  
John Glenn School of Public Affairs  
330G Page Hall  
1810 College Road  
Columbus, OH 43210  
614-247-7933  
roberts.40@osu.edu

From: Haab, Timothy  
Sent: Thursday, February 06, 2014 10:21 AM  
To: Roberts, Teresa M. (Teri)  
Subject: RE: request for concurrence

Thank you. We will review and get back to you soon.

Tim

From: Roberts, Teresa M. (Teri)  
Sent: Thursday, February 06, 2014 10:16 AM  
To: Haab, Timothy  
Subject: request for concurrence

Good morning,

The Glenn School faculty has recently approved two new graduate minors, one in Public Policy and Management and one in Nonprofit Studies (see attached proposals). We are ready to proceed by moving our proposals to the Graduate School. As part of the approval process, we are requesting a letter of concurrence from the Department of Agricultural, Environmental, and Development Economics. I am happy to answer any questions you might have about either proposal. I am also happy to work with whomever in your office is most appropriate if you typically delegate the
concurrence letter writing. We are hoping to submit our final package to the Graduate School by February 20 so do let us know as soon as possible if you have issues or concerns.

Kind Regards,

Trevor

THE OHIO STATE UNIVERSITY

Trevor Brown
Interim Director
John Glenn School of Public Affairs
350C Page Hall | 1810 College Road, Columbus, OH 43210
glenn.osu.edu

Recently published: Complex Contracting -- Government Purchasing in the Wake of the US Coast Guard’s Deepwater Program (Cambridge University Press). Pick up a copy from Cambridge or Amazon.
Dear Trevor,
The minors look fine to us and we expect that several of our student will be excited by this opportunity.

One minor revision suggestion in the non-profit minor: Could you include APA-focused non profit courses (revenue, audience development & marketing, governance, etc.) along with the social work courses that you acknowledge in the proposal.

Thank you.
Sincerely,
Debbie

Deborah L. Smith-Shank, PhD Professor & Chair
Arts Administration, Education & Policy
2nd Floor Sullivan Hall, Room 231E
1813 North High Street
Columbus, OH 43210
614-292-9852 Office | 614-688-4483 Fax

smith-shank.1@osu.edu
http://arted.osu.edu

From: <Brown>, Trevor <tbrown.2296@osu.edu>
Date: Thursday, February 6, 2014 at 11:05 AM
To: Debbie Smith <smiti-shank.1@osu.edu>
Thanks Debbie – I appreciate it!

The Ohio State University

Trevor Brown
Interim Director
John Glenn School of Public Affairs
350C Page Hall | 1810 College Road, Columbus, OH 43210
glenn.osu.edu

Recently published: Complex Contracting -- Government Purchasing in the Wake of the US Coast Guard's Deepwater Program (Cambridge University Press). Pick up a copy from Cambridge or Amazon.

From: Smith-Shank, Deborah [mailto:smith-shank.1@osu.edu]
Sent: Thursday, February 06, 2014 10:36 AM
To: Brown, Trevor
Subject: Re: request for concurrence

Hi Trevor,
I will get back to you as soon as a couple of our faculty take a look at your proposals. I don’t think there is a problem, but as it is not my area of expertise, I’m reaching out.

:)
Debbie

Deborah L. Smith-Shank, PhD Professor & Chair
Arts Administration, Education & Policy
2nd Floor Sullivant Hall, Room 231E
1813 North High Street
Columbus, OH 43210
614-292-9852 Office | 614-688-4483 Fax

smith-shank.1@osu.edu

http://arted.osu.edu
From: <Brown>, Trevor <brown.2206@osu.edu>
Date: Thursday, February 6, 2014 at 10:16 AM
To: Debbie Smith <smith_shank.1@osu.edu>
Subject: request for concurrence

Good morning,

The Glenn School faculty has recently approved two new graduate minors, one in Public Policy and Management and one in Nonprofit Studies (see attached proposals). We are ready to proceed by moving our proposals to the Graduate School. As part of the approval process, we are requesting a letter of concurrence from the Department of Arts Administration, Education, and Policy. I am happy to answer any questions you might have about either proposal. I am also happy to work with whomsoever in your office is most appropriate if you typically delegate the concurrence letter writing. We are hoping to submit our final package to the Graduate School by February 20 so do let us know as soon as possible if you have issues or concerns.

Kind Regards,

Trevor

The Ohio State University

Trevor Brown
Interim Director
John Glenn School of Public Affairs
350C Page Hall | 1810 College Road, Columbus, OH 43210
glenn.osu.edu

Recently published: Complex Contracting -- Government Purchasing in the Wake of the US Coast Guard’s Deepwater Program (Cambridge University Press). Pick up a copy from Cambridge or Amazon.
From: Kleit, Rachel G.
Sent: Thursday, February 06, 2014 12:48 PM
To: Brown, Trevor
Subject: RE: request for concurrence

CRP concurs. These two minors are a great resource for our students.

THE OHIO STATE UNIVERSITY

Rachel Garshick Kleit, PhD
Professor
Section Head
Knowlton School of Architecture City and Regional Planning
KN 200F, 275 West Woodruff Avenue, Columbus, OH 43210
614-292-5427 Office / 206-356-2732 Mobile
kleit.1@osu.edu http://knowlton.osu.edu/people/kleit

From: Roberts, Teresa M. (Teri) On Behalf Of Brown, Trevor
Sent: Thursday, February 6, 2014 10:43 AM
To: Kleit, Rachel G.
Subject: request for concurrence

Good morning,

The Glenn School faculty has recently approved two new graduate minors, one in Public Policy and Management and one in Nonprofit Studies (see attached proposals). We are ready to proceed by moving our proposals to the Graduate School. As part of the approval process, we are requesting a letter of concurrence from City and Regional Planning. I am happy to answer any questions you might have about either proposal. I am also happy to work with whomever in your office is most appropriate if you typically delegate the concurrence letter writing. We are hoping to submit our final package to the Graduate School by February 20 so do let us know as soon as possible if you have issues or concerns.

Kind Regards,

Trevor

THE OHIO STATE UNIVERSITY

Trevor Brown
Interim Director
John Glenn School of Public Affairs
Recently published: Complex Contracting -- Government Purchasing in the Wake of the US Coast Guard's Deepwater Program (Cambridge University Press). Pick up a copy from Cambridge or Amazon.
February 20, 2014

To Glenn School of Public Affairs:

On behalf of the College of Public Health, I would like to express support for the proposed interdisciplinary Graduate Minor in Nonprofit Studies as well as the Graduate Minor in Public Policy and Management submitted by the John Glenn School of Public Affairs at OSU. The School has proposed two relevant and strong curricula for the respective graduate minors. Indeed, the School has an impressive list of core and elective courses to support each program.

If the proposed programs are approved, I am confident that some of our public health graduate students will be interested. We look forward to working with you.

Sincerely,

Michael S. Bisesi, PhD
Senior Associate Dean for Academic Affairs
February 18, 2014

Trevor Brown, Director
John Glenn School of Public Affairs
350C Page Hall |
1810 College Road,
Columbus, OH 43210

Dear Trevor,

The College of Social Work supports the two new graduate minors that are being proposed by the Glenn School for Public Affairs. The proposed minor in Nonprofit Studies is likely to be of interest to social work students who are interested in administrative careers in nonprofit organizations. The menu of courses for this minor compliments the administrative practice courses in the College of Social Work for those who wish to pursue study in this area with greater depth.

Similarly, the proposed minor in Public Policy and Management supplements the policy practice courses offered in the College of Social Work. Social Workers are frequently engaged in public policy practice and management. We anticipate that social work students interested in expanding their knowledge of public policy will find this minor to be of interest.

We look forward to having these minors as options for our MSW students.

Sincerely,

Tom Gregoire, Dean
College of Social Work

Denise Bronson, Associate Dean & MSW Director
College of Social Work
Dear Trevor,

Having consulted the Departments of Economics and Political Science, I am happy to offer, on behalf of the College of Arts and Sciences, our concurrence for both of the Glenn School's proposed new graduate minors, one in Public Policy and Management and one in Nonprofit Studies.

Sincerely,

Steve

Steven Fink
Associate Executive Dean for Curriculum and Instruction
College of Arts and Sciences
The Ohio State University
114 University Hall
230 N. Oval Mall
Columbus, OH 43210
(614) 292-6868

Steve,

Just wanted to make sure this is still on your radar since I did not hear anything back. JGS will need feedback by Thursday at the latest.

Thank you,

Bernadette

From: Vankeerbergen, Bernadette
Sent: Monday, February 17, 2014 9:44 AM
To: Fink, Steven
Subject: RE: request for concurrence
Importance: High

From: Vankeerbergen, Bernadette
Sent: Tuesday, February 11, 2014 11:05 AM
To: Fink, Steven
Subject: FW: request for concurrence
Hi Steve,

I suppose the e-mail will come from you or the executive dean. Could you please cc me when the e-mail goes out so that I can keep track that this is done?

Thank you,
Bernadette

Bernadette Vankeerbergen, Ph.D.
Program Manager, Curriculum and Assessment
Arts and Sciences
The Ohio State University
154D Denney Hall
164 W 17th Ave.
Columbus, OH 43210
Phone: 614-688-5679
Fax: 614-292-6303
http://asccas.osu.edu

From: Haddad, Deborah
Sent: Tuesday, February 11, 2014 11:00 AM
To: Vankeerbergen, Bernadette
Cc: Fink, Steven
Subject: RE: request for concurrence

Bernadette,

Poli Sci and Econ concur on these 2 program proposals, so Steve or David can concur at least from the SBS perspective.

Deborah

THE OHIO STATE UNIVERSITY

Deborah Haddad, PhD
Assistant Dean, Curricular and Undergraduate Affairs
Social and Behavioral Sciences
College of Arts and Sciences
114 University Hall, 234 North Oval Mall, Columbus, OH 43210
614.292.4435 Office / 614.247.7498 Fax
Haddad.2@osu.edu   asc.osu.edu

From: Vankeerbergen, Bernadette
Sent: Thursday, February 06, 2014 1:55 PM
To: Haddad, Deborah
Cc: Fink, Steven
Subject: FW: request for concurrence

Deborah,
I just consulted with Steve about this. Could you please circulate the materials attached amongst the pertinent people in SBS? The letter of concurrence will ultimately come from Steve Fink or the Executive Dean.

ASC will need to communicate a response to JGS by February 20 at the latest.

Thank you,
Bernadette

Bernadette Vankeerbergen, Ph.D.
Program Manager, Curriculum and Assessment
Arts and Sciences
The Ohio State University
154D Denney Hall
164 W 17th Ave.
Columbus, OH 43210
Phone: 614-688-5679
Fax: 614-292-6303
http://ascas.osu.edu

---

From: Roberts, Teresa M. (Teri) [mailto:roberts.40@osu.edu]
Sent: Thursday, February 06, 2014 11:10 AM
To: fink.77@osu.edu
Cc: Vankeerbergen, Bernadette
Subject: request for concurrence

Good morning,

The Glenn School faculty has recently approved two new graduate minors, one in Public Policy and Management and one in Nonprofit Studies (see attached proposals). We are ready to proceed by moving our proposals to the Graduate School. As part of the approval process, we are requesting a letter of concurrence from Arts and Sciences. I am happy to answer any questions you might have about either proposal. I am also happy to work with whomever in your office is most appropriate if you typically delegate the concurrence letter writing. We are hoping to submit our final package to the Graduate School by February 20 so do let us know as soon as possible if you have issues or concerns.

Kind Regards,

Trevor

---

The Ohio State University

Trevor Brown
Interim Director
John Glenn School of Public Affairs
350C Page Hall | 1310 College Road, Columbus, OH 43210
Recently published: Complex Contracting -- Government Purchasing in the Wake of the US Coast Guard's Deepwater Program (Cambridge University Press). Pick up a copy from Cambridge or Amazon.
Teri, I checked with our departments and no one had any concerns about the proposed minors. So, the College of Engineering gives it concurrence for the John Glenn School of Public Affairs to offer these two minors.

Please let me know if you need anything else.

Edward B. McCaul, Jr., PhD, PE
Assistant Dean for Curriculum and Assessment
College of Engineering
117 Hitchcock Hall
2070 Neil Avenue
Columbus, OH 43210
614-292-7931
Mccaul.1@osu.edu

Thank you!

Teri Roberts
Executive Assistant
John Glenn School of Public Affairs
350G Page Hall
1810 College Road
Columbus, OH 43210
614-247-7933
roberts.40@osu.edu

Teresa, I have sent a message out to my curriculum contacts here in the College of Engineering and should have any concerns back from them by Wednesday the 19th.

Ed

From: Tomasko, David
Sent: Thursday, February 06, 2014 10:25 AM
To: McCaul, Edward
Subject: FW: request for concurrence

Can you forward these out for appropriate comment?

THE OHIO STATE UNIVERSITY

David L. Tomasko  
Associate Dean for Undergraduate Education & Student Services, College of Engineering  
Professor of Chemical & Biomolecular Engineering  
William G. Lowrie Department of Chemical & Biomolecular Engineering  
122 Hitchcock Hall, 2070 Neil Ave, Columbus, OH 43210  
614-247-6548 Office  
tomasko.1@osu.edu

From: Roberts, Teresa M. (Teri) On Behalf Of Brown, Trevor  
Sent: Thursday, February 06, 2014 10:23 AM  
To: Tomasko, David  
Subject: request for concurrence

Good morning,

The Glenn School faculty has recently approved two new graduate minors, one in Public Policy and Management and one in Nonprofit Studies (see attached proposals). We are ready to proceed by moving our proposals to the Graduate School. As part of the approval process, we are requesting a letter of concurrence from the College of Engineering. I am happy to answer any questions you might have about either proposal. I am also happy to work with whomever in your office is most appropriate if you typically delegate the concurrence letter writing. We are hoping to submit our final package to the Graduate School by February 20 so do let us know as soon as possible if you have issues or concerns.

Kind Regards,

Trevor

THE OHIO STATE UNIVERSITY

Trevor Brown  
Interim Director  
John Glenn School of Public Affairs  
35OC Page Hall | 1810 College Road, Columbus, OH 43210  
glenn.osu.edu

Recently published: Complex Contracting -- Government Purchasing in the Wake of the US Coast Guard's Deepwater Program (Cambridge University Press). Pick up a copy from Cambridge or Amazon.
September 3, 2014

Scott Herness, Associate Dean
Graduate School
240 University Hall
230 North Oval Mall
CAMPUS

Dear Scott:

Enclosed for your review is a proposal for the creation of a Graduate Minor in Public Policy and Management. The proposal was unanimously approved by the Glenn School’s Graduate Studies Committee on 2/10/14 and concurrences from several academic units and colleges have been collected over the past few months, which has yielded productive communication about future opportunities to collaborate in the development of Graduate Interdisciplinary Specialization development.

As many of our partners across campus have commented, this Graduate Minor will serve the interests of many students from other units (per Graduate School rules this minor is only available to students not pursuing a degree at the Glenn School). In addition, it will help provide graduate students in other programs increased opportunity to build skill sets that will prepare them for their future careers, while at the same time serving the School’s and the University’s overall mission.

I am happy to answer any questions you might have about the proposal. Please feel free to email me at brown.2296@osu.edu or call me at 2-4533. Thank you for your consideration.

Kind Regards,

Trevor Brown
Director
brown.2296@osu.edu

Enclosure

T3/kh
October 7, 2014

Dr. Trevor Brown, PhD
Director

John Glenn School of Public Affairs

Minor in Public Policy and Management

Trevor,

The Graduate School Curriculum Committee (GSCC) met on October 6th and, among its agenda items, considered the proposal to create a new minor in Public Policy and Management. The committee viewed this and the minor in Nonprofit Studies as needed additions to the graduate school and concurred that they will present good opportunities for students who wish advanced training in these areas but who do not wish to pursue a dual degree. The proposals were straightforward, clear, replete with full concurrences, and compliant with the Graduate School’s requirements.

The GSCC approved this proposal. However, committee members wished to provide a few comments for your consideration.

- Many graduate interdisciplinary specializations and minors develop a student advising sheet. I’ve sent an example with this letter. If you choose to develop one, please include it in the proposal. Additionally, mention is made of an “application form” for students to apply to the minor. It would also be useful to see this form in the proposal.

- The committee noted that nonprofit studies may be pursued by students in either the minor in nonprofit studies and this minor (using the same elective course offerings). They assumed there was a reason for the dual offerings but the underlying logic wasn’t evident. An explanatory sentence in the proposal might be of benefit.

- Like all graduate programs, the minor should be administered by a graduate studies chair and a graduate studies committee. Additionally, these individuals must have graduate faculty status with the graduate school. While reference is made in the proposal to this committee, it is also mentioned that the program will be administered (“overseen”) by the Glenn School’s Office of Student Services that will also advise students. While it is understood that the Office of Student Services will be providing much needed support to students, administering the program and advising students are faculty duties.

- An implementation date of Autumn 2014 is stated in the proposal, which has obviously passed.
• The graduate school is moving towards learning outcomes assessment and will soon be requesting that all programs develop full assessment plans. You are encouraged to develop learning goals for this minor as well as an assessment plan, though neither is required at this stage of the approval process. Ultimately, learning goals should be distributed to students in the minor so that they will have clear vision of the program’s expectations.

I will send back the proposal on curriculum.osu.edu so that your program may make revisions, should it wish. Once the proposal has been resubmitted, I will submit it to Graduate Council for their review. The last step in the approval process will be review and approval by the Committee on Academic Affairs.

Please don’t hesitate to contact me with questions or clarifications.

Many thanks,

Scott Herness
Associate Dean
The Graduate School