

Dutta, Lakshmi

From: Smith, Randy
Sent: Friday, July 21, 2006 1:24 PM
To: 'sanders.14@osu.edu'; 'lindsey.5@osu.edu'; 'hoza.3@osu.edu'; 'chappell.10@osu.edu'; 'breckenridge.2@osu.edu'
Cc: 'dickhaut.1@osu.edu'; Dutta, Lakshmi
Subject: CAA Actions

All:

At its meeting on July 20, 2006, the Council on Academic Affairs approved establishing:

Graduate Minor in Natural Resources
Graduate Minor in Women's Studies
Graduate Interdisciplinary Specialization in Singing Health
Graduate Interdisciplinary Specialization in Fine Arts

No additional levels of review/approval are necessary.

The Council tabled action on a proposal to establish a Center for Family Research.

The Council next meets on August 23, 2006 (10 - Noon) in Bricker Hall 200.

Randy

Dutta, Lakshmi

From: Smith, Randy
Sent: Friday, July 21, 2006 12:43 PM
To: 'koontz.31@osu.edu'
Cc: Moser, Bobby; Newcomb, L.H. (.1); 'JERRY BIGHAM'; 'Noe, Raymond'; Dutta, Lakshmi; 'Brian Winer'; Smith, Randy; Anderson, Carole (.32); 'slotnick.1@osu.edu'; 'dickhaut.1@osu.edu'; Myers, Brad (.7)
Subject: Graduate Minor in Environment and Natural Resources

Tom:

Based on a recommendation from the Council on Research and Graduate Studies, the Council on Academic Affairs, at its meeting on July 20, 2006, approved the proposal from the School of Natural Resources to establish a Graduate Minor in Environment and Natural Resources. Professor Raymond Noe, Chair of the Council, and I, presented the proposal on your behalf.

No additional level of review/approval is necessary. This action will be included in the Councils' next Annual Activities Report to the University Senate.

Please keep a copy of this message for your file(s) on the proposal and I will do the same for the file in the Office of Academic Affairs.

If you have any questions/comments about this action, please contact me.

Congratulations on the successful completion of the review/approval process.

Randy

W. Randy Smith
Vice Provost



Dean of the Graduate School

250 University Hall
230 North Oval Mall
Columbus, OH 43210-1366

Phone (614) 292-6031
Fax (614) 292-3656

June 12, 2006

W. Randy Smith
Vice Chair, Council on Academic Affairs
Vice Provost for Curriculum and Institutional Relations
203 Bricker Hall
190 North Oval Mall
Campus

Dear Randy:

The Council on Research and Graduate Studies approved the following proposals during its meeting on June 7, 2006. Attached please find a copy of the proposals as well as my correspondence with the proposing programs that may assist the Council on Academic Affairs during its review.

- Proposal for a Professional Master's degree in Environment and Natural Resources (MENR)
- **Proposal for a Graduate Minor in Environment and Natural Resources**
- Proposal for a Graduate Interdisciplinary Specialization in Singing Health
- Proposal for a Graduate Minor in Women's Studies
- Proposal for an Ohio State University-Tsinghua University Collaboration regarding the Executive Track of the Ohio State University MBA Program
- Proposal for the creation of a Graduate Interdisciplinary Specialization in Fine Arts

Please let me know if you have questions or if you require additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "E. Slotnick", written over a white background.

Elliot E. Slotnick
Associate Dean

Enclosures

c: Irene Mynatt

Proposal for a
Graduate Minor in
Environment and Natural Resources

Submitted by

Associate Professor Tomas Koontz
School of Natural Resources

Approved by the Council on Research and Graduate Studies
June 7, 2006

Susan Reeser

From: Elliot E. Slotnick [slotnick.1@osu.edu]
Sent: Thursday, May 25, 2006 9:20 AM
To: Tomas Koontz
Cc: Susan Reeser
Subject: Re: Graduate Minor in Environment and Natural Resources

Thanks, Tom...
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>Dear Dr. Slotnick,

>

>Thanks for the e-mail. I'm glad to hear the proposal is moving forward
>to the Council meeting. I will be out of town that week, but another
>member of our Graduate Studies Committee, Brian Slater, will attend
>that meeting in my place.

>

>Best,

>Tom

>

>At 03:36 PM 5/24/2006, you wrote:

>>Dear Tom,

>>

>>At yesterday's meeting of the Curriculum Committee of the Council on
>>Research and Graduate Studies your proposal for the creation of a
>>Graduate Minor in Environment and Natural Resources was endorsed for
>>presentation and an approval vote by the full Council.
>>Congratulations! That Council meeting will take place on June 7th
>>beginning at 3:30pm. I hope that you, or your representative, will be
>>available to attend that meeting, make a brief (3-5 minute)
>>presentation of the proposal, and answer any questions from the floor
>>before a vote is taken. Susan Reeser will be in touch with you in due
>>course regarding the specific scheduling of that meeting. As I noted
>>in an earlier communication, we will also have a discussion and vote
>>on your proposal for a new professional Master's degree at that
>>meeting.

>>

>>

>>Best,

>>elliot

>>--

>>Elliot E. Slotnick

>>Associate Dean

>>The Graduate School

>>The Ohio State University

>>250 University Hall

>>230 N. Oval Mall

>>Columbus, Ohio 43210

>>

>>slotnick.1@osu.edu

>>614-292-6031 (Office)

>>614-292-3656 (Fax)

>

>Tom Koontz, Associate Professor

>Chair, Graduate Studies Committee and

>Academic Coordinator

>School of Environment and Natural Resources The Ohio State University

>210 Kottman Hall

>2021 Coffey Rd.

>Columbus, OH 43214

>www.snr.osu.edu/myhome/koontz.31

Susan Reeser

From: Elliot E. Slotnick [slotnick.1@osu.edu]
Sent: Wednesday, May 24, 2006 3:36 PM
To: koontz.31@osu.edu
Cc: Irene Mynatt; Susan Reeser
Subject: Graduate Minor in Environment and Natural Resources

Dear Tom,

At yesterday's meeting of the Curriculum Committee of the Council on Research and Graduate Studies your proposal for the creation of a Graduate Minor in Environment and Natural Resources was endorsed for presentation and an approval vote by the full Council. Congratulations! That Council meeting will take place on June 7th beginning at 3:30pm. I hope that you, or your representative, will be available to attend that meeting, make a brief (3-5 minute) presentation of the proposal, and answer any questions from the floor before a vote is taken. Susan Reeser will be in touch with you in due course regarding the specific scheduling of that meeting. As I noted in an earlier communication, we will also have a discussion and vote on your proposal for a new professional Master's degree at that meeting.

Best,
elliot

--
Elliot E. Slotnick
Associate Dean
The Graduate School
The Ohio State University
250 University Hall
230 N. Oval Mall
Columbus, Ohio 43210

slotnick.1@osu.edu
614-292-6031 (Office)
614-292-3656 (Fax)

Irene Mynatt

From: Elliot E. Slotnick [slotnick.1@osu.edu]
Sent: Tuesday, May 16, 2006 5:45 PM
To: Irene Mynatt
Subject: Fwd: Re: Graduate Minor in Environment and Natural Resources

<x-flowed>For Curriculum Committee

e

>Date: Tue, 16 May 2006 14:30:02 -0400
>From: Tomas Koontz <koontz.31@osu.edu>
>Subject: Re: Graduate Minor in Environment and Natural Resources
>To: "Elliot E. Slotnick" <slotnick.1@osu.edu>
>X-CanItPRO-Stream: slotnick.1 redirected to 11_tagonly_no_subject
>Original-recipient: rfc822;slotnick.1@osu.edu

>Dear Dr. Slotnick,

>The Natural Resources Graduate Program GSC met today to discuss
>revisions to our proposed graduate minor in Environment and Natural
>Resources. In light of your comments from the Committee, we have made
>several changes. I am attaching the revised proposal to this e-mail.

>In particular, we have addressed the Committee's comments as follows:

>1. We have added information about the pre-requisites, if any,
>associated with each course. Since we hope to attract students from a
>wide range of disciplines to our Minor, some of the pre-requisites
>would mean additional course work for some students. Therefore we will
>use our Minor advisors to help direct students to courses appropriate
>to their educational goals and prior knowledge.
>Moreover, any pre-requisites can be waived by the instructor, and SENR
>instructors have proven willing to waive pre-requisites for students,
>especially graduate students, who show promise for succeeding in a
>course. Finally, we feel that the flexibility in our Minor that comes
>from not having a core set of common courses that all must take will
>allow plenty of choices for graduate students to take courses for which
>they meet the pre-requisites.

>2. We have dropped NR 693 in favor of NR 893 to better reflect the
>graduate level nature of the work.

>3. To address the concern about an unstructured and unfocused program,
>we have taken the Committee's suggestion to offer 2 tracks, Breadth and
>Depth. This will allow students to either gain exposure to a range of
>thematic areas, or else delve deeply into one thematic area. It is
>also important to note that each Minor student will have a Minor
>advisor to provide guidance, so a student does not having an
>unstructured or unfocused curriculum.

>Thank you for your consideration of our proposal and it's revision.
>I would be happy to provide additional information that the Committee
>would find helpful.

>Sincerely,

>Tom Koontz

>At 05:47 PM 5/3/2006, you wrote:

>>Dear Tom,

>>The Curriculum Committee of the Research and Graduate Council met on

>>April 25th and discussed your Graduate Minor proposal. I apologize for
>>not reporting on that discussion to you sooner--but I left town the
>>very next day and have been digging out since returning to the office.
>>The Committee raised both some specific and some more general concerns
>>related to the proposal and will return to its processing when we
>>receive your answers to the questions below.

>>
>>1. Do the courses utilized in the Minor program have pre-requisites?
>>If so, please add the prerequisite to the course listing for the
>>proposal. Do such prerequisites pose a problem for students who
>>already will be pursuing a curriculum option outside of their home
>>programs? Do you have a plan for dealing with this?

>>
>>2. The Committee was puzzled by the use of the 693 course number in
>>lieu of the alternative 893 course number. More to the point,
>>Committee members expressed concern about the appropriateness of such
>>courses in a Minor program of study. Please comment.

>>
>>3. More generally, the Committee expressed concern with the
>>unstructured and unfocused nature of student options for the program.
>>At bottom, it was felt that you are offering too much choice and too
>>little guidance for students who will be coming from other graduate
>>programs. One suggestion coming from the Committee was the development
>>of two formal tracks in the program for students to elect. One would
>>focus on DEPTH with courses all chosen from the same "focus area" in
>>your curriculum; the other track would focus on BREADTH with the rule
>>that no two courses could come from the same curriculum focus area.
>>Alternatively, the suggestion was made that your program chooses one
>>or the other of these approaches for the Minor. While not wedded to
>>these specific revisions the Committee does, indeed, call for a
>>revised proposal that offers more structure and focus through some
>>kind of curriculum "decision rules" for students to follow.

>>
>>The Committee was, clearly, receptive to approving a Minor program in
>>Natural Resources. We will be happy to return to the processing of the
>>proposal as soon as the questions raised above can be addressed in a
>>revised submission. I would be happy to respond to any questions or
>>you might wish to chat with Bill Mitsch who was present at the
>>Committee's discussion.

>>
>>Best,
>>elliot

>>--
>>Elliot E. Slotnick
>>Associate Dean
>>The Graduate School
>>The Ohio State University
>>250 University Hall
>>230 N. Oval Mall
>>Columbus, Ohio 43210

>>
>>slotnick.1@osu.edu
>>614-292-6031 (Office)
>>614-292-3656 (Fax)

>
>Tom Koontz, Associate Professor
>Chair, Graduate Studies Committee and
>Academic Coordinator
>School of Environment and Natural Resources The Ohio State University
>210 Kottman Hall
>2021 Coffey Rd.
>Columbus, OH 43214
>www.snr.osu.edu/myhome/koontz.31

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>

Proposal for a Graduate Minor in ENVIRONMENT AND NATURAL RESOURCES

Proposal

The faculty of the Graduate Studies Program in Natural Resources proposes to establish a Graduate Minor in *Environment and Natural Resources* that will offer graduate students from a variety of disciplines the opportunity to gain a better understanding of the natural and managed environment. Many research and technical areas require a more in-depth understanding of natural resources and the environment than could be obtained if only a single course were taken. We believe a Minor in Environment and Natural Resources will be of direct benefit to students in many academic areas and will provide an added dimension to their scholarly training. Courses will be offered to provide training in the environmental sciences, ecosystem management, and environmental policy and decision-making. Successful completion of the requirements for the Minor in Environment and Natural Resources will be recognized on the student's university record (Graduate School Handbook: II.7.5.3).

Rationale

There is an increased need for knowledge of Environment and Natural Resources in related areas such as agriculture, biological science, ecology, ecosystem management, land-use planning, and public policy. People involved in studies related to air and water quality, government policies and international exchanges would also benefit from studies of natural resource systems. The Minor in Environment and Natural Resources is designed to be flexible to foster creativity and enhance graduate student research. The principal objective of the Minor in Environment and Natural Resources is to encourage interdisciplinary approaches to solve research problems that involve natural resources, and the natural or managed environment.

A Minor in Environment and Natural Resources will benefit graduate students from other disciplines whose research involves some aspect of natural resources and the environment. The minor will be of special interest to students involved in horticultural and crop science, agricultural, environmental and developmental economics, entomology, plant pathology, food-agricultural-biological engineering, civil engineering, geology, ecology, chemistry, microbiology, weed science, land use planning, urban and rural planning, and international agriculture. It will also be attractive to students in some of the health sciences such as environmental toxicology and health risk assessments, and to students in the social sciences and humanities with an interest in the environment.

The Minor in Environment and Natural Resources will also help to facilitate interdisciplinary research among faculty who investigate natural and managed environments from seemingly disparate fields. Current examples of interdisciplinary research carried out by our faculty include collaborations between (1) ecologists and social scientists studying ways to involve farmers and other stakeholders in improving watershed integrity and sustainability while still maintaining

economic viability of the landowners, (2) ecologists and engineers who are working together to evaluate best management practices for agricultural drainage ditches, and (3) soil scientists and social scientists combining efforts to understand carbon sequestration processes and policies to mitigate global climate change.

Curriculum

A minimum of 16 quarter-hours of credit is required for the Minor in Environment and Natural Resources and these hours must be distributed among at least four of the courses listed on the next page. Seminar in Natural Resources (Natural Resources 880) can be counted as one course and students can enroll for up to four quarters to obtain a maximum of 4 quarter-hours that will count towards their Environment and Natural Resources minor requirement. Students must receive a grade of B (or better) or S in each course comprising the Minor in Environment and Natural Resources.

Our philosophy for the Graduate Minor in Environment and Natural Resources is to provide opportunities for students to either develop expertise in a particular thematic area, or to gain exposure to a range of topics in environment and natural resources. Consequently, students will choose one of two tracks for the minor, either Depth or Breadth. For the Depth track, students must include at least 3 courses in one thematic area. For the Breadth track, students must include courses in at least 3 different thematic areas. Eligible courses are listed in the next section.

The curriculum is designed to encourage interdisciplinary participation. We will encourage each student to take courses most closely related to his/her research interest. A student electing to participate in the Environment and Natural Resources minor program will choose a member of the Environment and Natural Resources faculty to serve as Minor advisor, to help the student plan his/her course of study based on the student's educational objectives.

Students wanting to specialize will also be provided the option of taking up to four quarter hours as NR 893 (Advanced Individual Studies). The student will coordinate this course with a Environment and Natural Resources faculty member and the course will involve specific study projects tailored to the student's educational goals. Each study is clearly defined, goes into moderate depth, and can be taken for a maximum of four credits. The student is evaluated by a combination of written or oral exams, papers, and/or practical projects.

Environment and Natural Resources courses offered for graduate credit (for non-majors)

The following table lists courses available and associated themes:

- Ecosystem Restoration (ER)
- Environmental Social Sciences (ESS)
- Water Resources (WR)
- Forest Resources (FR)
- Wildlife Ecology (WE)
- Environmental Sciences (ES)
- Foundational Courses (FC)

Course	Credits	Themes	Pre-reqs
NR H529 Biotechnology and Evolution	5 credits	FC	
NR 598 Natural Resource Management Study Tour	2-5 credits	FC	
NR 601 Evaluation of Environmental Impact	4 credits	ESS, ER	
NR 606 Natural Resources Management	5 credits	FC	
NR 610 Environmental Interpretation and Visitor Services	5 credits	ESS	NR 567
NR 615 Environmental Risk Communication	5 credits	ESS	
NR 618 Ecological Engineering and Sciences	4 credits	ES, ER	1 course in bio, ecol, engr, or geol
NR 620 Principles of Fisheries Ecology and Management	5 credits	WE, ES	
NR 623 Principles of Wildlife Ecology and Management	5 credits	WE	
NR 624 Wildlife Identification and Management	3 credits	WE	NR 319
NR 625 Management of Wildlife Habitat	3 credits	WE	NR 319
NR 626 Methods in Aquatic Ecology	5 credits	WE, ES, WR	
NR 627 Ecology and Management of Aquatic Invertebrates	5 credits	WE, ES, WR	
NR 628 Aquaculture	5 credits	ES, WR	
NR 629 Ecology and Management of Wetland Birds	3 credits	WE, WR	1 course in bio or ecol
NR 631 Arboriculture	5 credits	FR	NR 221
NR 635 Forest Management	5 credits	FR	NR 323, 333
NR 640 Natural Resources Program Planning I	5 credits	ESS	NR 400, 311/320/321/340/355
NR 641 Natural Resources Program Planning II	3 credits	ESS	NR 641
NR 642 Natural Resources Administration	5 credits	ESS	NR 340, 400
NR 643 Outdoor Recreation and Tourism by the Private Sector	4 credits	ESS	NR 540, Econ 200
NR 647 Wilderness Policy and Management	4 credits	ESS	NR 321, 400, 540
NR H648 Tragedy of the Commons? Environment, Government, and Collective Action	4 credits	ESS	
NR 650 Water Resources Institutions and Policies	5 credits	ESS, WR	NR 400
NR 653 Solid Waste Management	5 credits	ES	NR 201, 203
NR 656 Ecosystems of the World: Temperate,	3 credits	FC, ES	Zoo 413.01 or Plant

Course	Credits	Themes	Pre-reqs
Boreal and High Latitude Ecosystems			Bio 413.01, 20 hours in natural sciences
NR 662 Wildlife Ecology Methods	5 credits	WE	NR 222, 319, 623
NR 675 Environmental Fate and Impact of Contaminants in Soils and Natural Waters	4 credits	ES, WR	2 courses in chem., 1 course in bio
NR 698 Study Tour	1-15 credits	various	
NR 710 Methods in Ecosystem Science	5 credits	FC	1 course in eco, 15 hours in bio
NR 716 Choices for the Environment	3 credits	FC	
NR 725 Wetland Ecology and Management	5 credits	WR, ES	Zoo 413.01
NR 731 Principles and Applications of Forest Ecosystem Restoration	3 credits	FR	
NR 733 Successional Dynamics of Forests	5 credits	FR	
NR 734 Forest Ecosystem Management	4 credits	FR	
NR 736 Public Forest and Lands Policy	4 credits	ESS, FR	
NR 750 Resolving Social Conflict	4 credits	ESS, ES	
NR 752 Environmental Science and Law	4 credits	ESS, ES	
NR 756 Rehabilitation/Restoration of Ecosystems	3 credits	ER	
NR 760 Ecosystem Modeling	5 credits	ES, ER	Math 151, Zoo 413.01
NR 770 Watershed Ecology and Restoration	4 credits	ER, WR	
NR 780 Characteristics, Management, and Environmental Impact of Organic Wastes	3 credits	ES, ER	20 hours chem. + bio
NR 798 Current Topics in Environmental Science and Engineering	1 credit	ES	
NR 799 Current Topics in Environment and Engineering	1 credit	ES	
NR 822 Quantitative Methods for Natural Resources	5 credits	FC	Stat 530
NR 835 Ecosystem Management Policy	5 credits	ESS	
NR 841 Outdoor Recreation Behavior	3 credits	ESS	
NR 851 Human Dimensions Theory Building in Natural Resources	4 credits	ESS	
NR 861 Property, Land Information and Environment	4 credits	ESS, ES	
NR 880 Natural Resources Seminar	1 credit	FC	
NR 893 Advanced Individual Studies	1-4 credits	various	
NR 899 Seminars on Selected Topics in Natural Resources	2-5 credits	various	
NR 985 Research Paradigms	5 credits	FC	
NR 997 Advanced Seminar in Natural Resources	1 credit	FC	

It should be noted that the listed prerequisites are provided to indicate the prior knowledge that is expected before enrolling in a given course. In all cases, prerequisites may be waived by permission of instructor. Students should work in conjunction with their Minor advisor to select the most appropriate courses given the student's educational objectives and preparation.

Administrative Procedures

Administration of the Graduate Minor in Environment and Natural Resources will be the responsibility of the Natural Resources Graduate Studies Committee (Graduate School Handbook: IV.2.4. 1).

To apply for a Minor in Environment and Natural Resources, a student must be in good academic standing (Graduate School Handbook: II.4. 1) in a graduate program other than Natural Resources and follow the procedure outlined in steps 1-5 below.

To complete the Minor in Environment and Natural Resources, students must pass a minimum of four graduate-level courses with a letter grade of B or better (S for courses graded S/U). The student must earn a minimum of 16-quarter hours of credit and follow the procedures outlined in steps 6-8 below.

1. A student in conjunction with his or her major advisor and in consultation with either a member of the Natural Resources graduate program faculty or the Chair of the Natural Resources Graduate Studies Committee should determine the appropriateness of pursuing a Graduate Minor in Environment and Natural Resources. If the student decides to enroll in the Minor, he/she will be required to choose a member of the Natural Resources faculty to serve on their advisory committee. The student, the student's major advisor and the student's advisory committee will then determine how best to incorporate the Minor into the student's program of study.
2. The student completes the Graduate Minor Program Form, and his or her advisor signs the form. The form will list the Environment and Natural Resources courses the student must complete in order to obtain the Graduate Minor in Environment and Natural Resources, and serves as the application to enroll in the Minor in Environment and Natural Resources. The form can be obtained from the Natural Resources Graduate Program office or downloaded from the Natural Resources graduate web page (http://snr.osu.edu/grad_graphics/natres/natres.html)
3. The student gives the completed Graduate Minor Program Form to the Chair of the Natural Resources Graduate Studies Program, who will keep the original form on file. Copies of the completed form are given to the Graduate School and the Graduate Studies Chair from the student's home graduate program.
4. Upon receipt of the completed Graduate Minor Program Form, the Natural Resources Graduate Studies Committee will notify the student whether or not the request for a Minor in Environment and Natural Resources is approved. Copies of the Natural Resources Graduate Studies Committee's letter will be sent to the Graduate School and the student's home Graduate Studies Committee.
5. Upon receipt of copy of the letter of the Natural Resources Graduate Studies Committee's approval or disapproval of the student's application for a Minor in Environment and Natural Resources, the Graduate School will send the student a letter acknowledging the decision.

6. As per Graduate School Guidelines for the Graduate Minor Program, the student must adhere to the curriculum for the Graduate Minor as indicated on the form approved by the Natural Resources Graduate Studies Committee. If changes in the approved curriculum are necessary, the student must complete a new Graduate Minor Program Form and once again obtain approval via steps 1-5 above.

7. Upon application to graduate, the student must complete the Graduate Minor Transcript Designation Form.

8. The Graduate School will match the courses completed with those listed in the approved Graduate Minor. Departures from the approved Graduate Minor could lead to a loss of transcript designation

9. Graduate School Guidelines for the Minor program state that the Council on Research and Graduate Studies, in conjunction with the Council on Academic Affairs, will review the Graduate Minor in Environment and Natural Resources five years after the program is first officially in place and periodically thereafter.

Plan to Enroll Students

We estimate five to ten students will apply for the Minor in Environment and Natural Resources each year. An informal poll of our faculty members teaching graduate level courses in Natural Resources indicates that generally 50% or more of the students enrolled in a class are outside of the Natural Resources graduate program. These students would be the first ones that we anticipate would elect to apply for an Environment and Natural Resources Minor. They already realize that knowledge of natural resources is important for their training and for future advancement in their respective areas. However, we hope that as more people become aware of the Environment and Natural Resources Minor option, they would opt to enroll. A particularly fruitful population of potential students for the Environment and Natural Resources Minor, are those already working and who want to improve their job skills. This would include people wanting to obtain a non-research degree in a related field but who see the need for Environment and Natural Resources training. Examples would be personnel from Ohio Environmental Protection Agency, Ohio Department of Natural Resources, consultants, high school science teachers and forest industry managers.

Our Natural Resources graduate program enrollment generally ranges between 10 – 20 students per course. Thus we can accommodate increased enrollments in all of our courses that may occur as a result of students electing to apply for an Environment and Natural Resources Minor.

The Ohio State University Graduate School

Graduate Environment and Natural Resources Minor Program Form

Student Name: _____

Student Social Security Number/Identification Number: _____

Address: _____

E-mail Address: _____

Name of Graduate Minor: _____

Graduate Environment and Natural Resources Minor Program of Study

<u>Department</u>	<u>Course #</u>	<u>Course Title</u>	<u>Credit Hours</u>	<u>Grade</u>
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Student Signature Date

Advisor Signature Date

Graduate Studies Chair Date
Graduate Minor Program

Graduate School
247 University Hall
230 North Oval Mall
Columbus, OH 43210-1366
Phone 614.292-6031
e-mail: gradsch-gradsrv~osu.edu



GRADUATE MINOR TRANSCRIPT DESIGNATION

This is to certify that _____ has completed
(Student's Name)

all requirements for the Graduate Minor transcript designation of

(Name of Graduate Minor)

as indicated on the approved Graduate Minor Program Form.

Signature, Chairperson
Graduate Minor Graduate Studies Committee

Student Information:

Name (Last, First, Middle) (Soc. Sec. No.)

Local Address

City State ZipCode

White copy - Graduate School (submit)
Pink copy - Coordinating Graduate Studies Committee Chair (retain)
Blue copy - Student's Home Graduate Studies Committee Chair
Yellow copy - Student copy

APPENDICES

Excerpted from Graduate School Handbook

II.7.5. Graduate Minor and Graduate Interdisciplinary Specialization

Purpose II.7.5.1. The Graduate Minor and the Graduate Interdisciplinary Specialization are two options that facilitate the access of graduate students to interdisciplinary study and provide formal recognition of such study on the student's permanent record (transcript). In addition, these options recognize and benefit faculty interested in developing interdisciplinary courses/clusters as options recognize and benefit faculty interested in part of the Graduate School's effort to support interdisciplinary scholarship. The two options are described below.

Program of Study II.7.5.2. All academic aspects of the Graduate Minor and the Graduate Interdisciplinary Specialization (e.g., program of study, examination requirements) are subject to approval by the graduate programs which offer the Minor and Interdisciplinary Specialization.

Procedure II.7.5.3. Individuals may not create their own Minors and Interdisciplinary Specializations (see One-of-a-Kind Doctoral Program above). These are offered instead by graduate programs or groups of graduate programs. Detailed information, including criteria, procedures for development, and operating procedures for Graduate Minors and Graduate Interdisciplinary Specializations are available from the Graduate School.

Graduate Minor II.7.5.4

- a. The Graduate Minor involves one program outside a student's major graduate program. The Graduate Minor requires a minimum of 14 hours of graduate-level course work in at least four courses.
- b. The student must receive a grade of B or better or S in each course comprising the Graduate Minor.
- c. The completed Graduate Minor will appear on the student's permanent record (transcript).

Programs Offered II.7.5.8. The following graduate minors and graduate interdisciplinary specializations are offered:

Graduate Minors

- Graduate Minor in African-American and African Studies
- Graduate Minor in Anatomy
- Graduate Minor in Cinema Video Production
- Graduate Minor in Comparative Cultural Studies
- Neuroscience Graduate Program Minor
- Graduate Minor in Radiation Safety
- Graduate Minor in Research Methods in Human Resource Development

Administrative Procedures Required by the Graduate School

A graduate Environment and Natural Resources minor consists of graduate level courses made available to students in other programs but with interest in receiving Environment and Natural Resources training and formal recognition of such training on their university transcript. Administration of the Graduate Minor in Environment and Natural Resources will be the responsibility of the Natural Resources Graduate Studies Committee (Graduate School Handbook: IV.2.4. 1).

To apply for a Minor in Environment and Natural Resources, a student must be in good academic standing (Graduate School Handbook: II.4. 1) in a graduate program other than Environment and Natural Resources and follow the procedure outlined in steps 1-5 below.

To complete the Minor in Environment and Natural Resources, students must pass a minimum of four graduate-level a letter grade of B or better (S for courses graded S/U). The student must earn a minimum of 16-quarter hours of credit and follow the procedures outlined in steps 6-8 below.

1. A student in conjunction with his or her major advisor and in consultation with either a member of the Natural Resources graduate faculty or the Chair of the Natural Resources Graduate Studies Committee should determine the appropriateness of pursuing a Graduate Minor in Environment and Natural Resources. If the student decides to enroll in the Minor, he/she will be required to choose a member of the Natural Resources faculty to serve on their advisory committee. The student, the student's major advisor and the student's advisory committee will then determine how best to incorporate the Minor into the student's program of study.
2. The student completes the Graduate Minor Program Form, and his or her advisor signs the form. The form will list the Environment and Natural Resources courses the student must complete in order to obtain the Graduate Minor in Environment and Natural Resources, and serves as the application to enroll in the Minor in Environment and Natural Resources. The form can be obtained from the Natural Resources Graduate Program office or downloaded from the Natural Resources graduate web page (http://snr.osu.edu/grad_graphics/natres/natres.html)
3. The student gives the completed Graduate Minor Program Form to the Chair of the Natural Resources Graduate Studies Program, who will keep the original form on file. Copies of the completed form are given to the Graduate School and the Graduate Studies Chair from the student's home graduate program.
4. Upon receipt of the completed Graduate Minor Program Form, the Natural Resources Graduate Studies Committee will notify the student whether or not the request for a Minor in Environment and Natural Resources is approved. Copies of the Natural Resources Graduate Studies Committee's letter will be sent to the Graduate School and the student's home Graduate Studies Committee.
5. Upon receipt of copy of the letter of the Natural Resources Graduate Studies Committee's approval or disapproval of the student's application for a Minor in Environment and Natural Resources, the Graduate School will send the student a letter acknowledging the decision.
6. As per Graduate School Guidelines for the Graduate Minor Program, the student must adhere to the curriculum for the Graduate Minor as indicated on the form approved by the Natural Resources Graduate Studies Committee. If changes in the approved curriculum are necessary, the student must complete a new Graduate Minor Program Form and once again obtain approval via steps 1-5 above.

7. Upon application to graduate, the student must complete the Graduate Minor Transcript Designation Form. The Transcript Designation form is then submitted to the Chair of the Graduate Minor Graduate Studies Committee for approval.

8. The Graduate School will match the courses completed with those listed in the approved Graduate Minor. Departures from the approved Graduate Minor could lead to a loss of transcript designation.

9. Once the Graduate Minor program is deemed complete by the Natural Resources Graduate Studies Committee and the Graduate School, the transcript designation will be posted to the student's transcript. The Graduate School will notify the student, the Natural Resources Graduate Studies Committee, and the student's home Graduate Studies Committee of this action.

10. Graduate School Guidelines for the Minor program state that the Council on Research and Graduate Studies, in conjunction with the Council on Academic Affairs, will review the Graduate Minor in Environment and Natural Resources five years after the program is first officially in place and periodically thereafter.

The Graduate Minor in Environment and Natural Resources was approved by the Council on Academic Affairs on _____.

