

## COUNCIL ON ACADEMIC AFFAIRS

200 Bricker Hall

October 7, 2015

3-5 p.m.

### MINUTES

#### Attendance

##### Faculty:

- ✓ Dr. Audrey Begun (Social Work)
- ✓ Dr. John Buford (Physical Therapy, School of Health and Rehabilitation Sciences)  
Dr. Jill Bystydzienski (Women's Gender and Sexuality Studies)
- ✓ Dr. Susan Hadley (Dance)
- ✓ Dr. Laurice Joseph (Educational Studies)
- ✓ Dr. Blaine Lilly (Mechanical and Aerospace Engineering), Chair  
Dr. Maria Miriti (Evolution, Ecology, and Organismal Biology)
- ✓ Dr. Celia Wills (Nursing)
- ✓ Dr. Henry Zerby (Animal Sciences)

##### Students:

- ✓ Mr. Mario Belfiglio (USG, Biology)
- ✓ Mr. Eugene Holowacz (CGS, Human Development and Family Science)
- ✓ Mr. Asim Hussain (IPC, Pharmacy)
- ✓ Ms. Yutian Tan (CGS, East Asian Languages and Literature)
- ✓ Mr. Sam Whipple (USG, Economics and Political Science)

##### Administrator:

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

##### Guests:

- Dr. Zahi Ben-David (Department of Finance)
- Dr. Jeff Bielicki (John Glenn College of Public Affairs)
- Dr. Rudy Buchheit (College of Engineering)
- Dr. Wayne Carlson (Office of Undergraduate Education)
- Dr. Ann Christy (Department of Food, Agricultural and Biological Engineering and Engineering Education  
Innovation Center)
- Dr. Rick Freuler (Department of Mechanical and Aerospace Engineering)
- Dr. Robert Griffiths (Office of Distance Education and eLearning)
- Dr. Kate Hallihan (John Glenn College of Public Affairs)

Dr. Scott Herness (Graduate School)  
Ms. Jill Hampshire (Office of Enrollment Services)  
Dr. Karen Hutzel (Department of Arts Administration, Education and Policy)  
Mr. Rand McGlaughlin (Office of University Registrar)  
Dr. John Merrill (Engineering Education Innovation Center)  
Ms. Sarah Odum (College of Education and Human Ecology)  
Dr. Deborah Smith-Shank (Department of Arts Administration, Education and Policy)  
Ms. Jen Simmons (Office of Distance Education and eLearning)  
Dr. David Tomasko (College of Engineering)  
Dr. Bernadette Vankeerbergen (College of Arts and Sciences)  
Dr. Caroline Wagner (John Glenn College of Public Affairs)  
Dr. John Wanzer (Office of Undergraduate Education)  
Dr. Pat West (Fisher College of Business)

**The meeting came to order at 3:00 p.m.**

**APPROVAL OF THE MINUTES OF THE MEETING OF SEPTEMBER 2, 2015**

Lilly moved approval of the Minutes of the meeting of September 2, 2015; it was seconded by Wills and carried with all in favor.

**APPROVAL OF THE MINUTES OF THE MEETING OF SEPTEMBER 16, 2015**

Lilly moved approval of the Minutes of the meeting of September 16, 2015; it was seconded by Belfiglio and carried with all in favor.

**COMMENTS FROM THE CHAIR—PROFESSOR BLAINE LILLY**

Lilly reported that we still need one more faculty member for the joint committee for proposal review with the Graduate School.

Kate Hallihan announced that the John Glenn College of Public Affairs has two open faculty positions: one in Management of Public and/or Nonprofit Organizations and one in Social Policy. Please share this announcement with your departments.

**COMMENTS FROM THE VICE CHAIR—VICE PROVOST W. RANDY SMITH**

Smith reported that the Council should receive a formal proposal for a University Institute for Teaching and Learning Institute later this academic year, and will also receive an update on co-curricular competencies.

The University is in the final stages of hiring a new Vice Provost and Director of University Libraries.

Smith and Vice Provost Wayne Carlson met with Undergraduate Student Government (USG) on October 6, 2015, to talk about the proposed new Summer Term calendar (as seen by this Council at its meeting on September 2, 2015 and to be revisited at the on October 21, 2015 meeting). There was good discussion and apparent support. The University Senate's Faculty Council will be discussing it on October 8, 2015 and November 5, 2015. The goal is to bring it to the University Senate for action on November 19, 2015.

The recently-developed list of all undergraduate degrees and majors is still being updated. Smith has had one meeting with staff in the Office of the University Registrar about it, with a follow-up meeting scheduled early in November.

On September 18, 2015, Smith chaired the Committee on Institutional Cooperation (CIC) Accreditation Network meeting in Chicago. Included were updates from institutions that just had (Northwestern) or were about to have (Chicago and Minnesota) re-accreditation site visits by the Higher Learning Commission (HLC); and a meeting with Dr. Barbara Gellman-Danley, HLC President, that included the current strategic planning effort at HLC.

The Ohio Department of Higher Education recently held a statewide Natural Science Online Laboratory Summit, on September 24, 2015, co-chaired by Smith. Among other items, the group discussed the evolution of online labs and the challenges of transferring online lab credit.

The State recently passed legislation that will allow, by 2018, full associate's degree credits to be transferred to four-year institutions for credit. Discussions about implementation are beginning.

Smith expressed thanks to Katie Reed, new to the Office of Academic Affairs, for all her work with this Council.

#### **STUDENT EVALUATION of INSTRUCTION (SEI) PRESENTATION – PROFESSOR WAYNE CARLSON**

Carlson presented Council with its annual update on the Student Evaluation of Instruction (SEI).

The Council Subcommittee for SEIs is responsible for the following: reviewing SEI administration; recommending policy changes and SEI content; advocacy; with other activities such as comparisons with peer institutions.

A Special Review Subcommittee made the following recommendations: continue with SEI use for formative and summative evaluations; modify the faculty report for Questions 1-9; develop a mobile app; regularize use of midterm evaluations; a communications campaign; and expand public reporting to include Q1-Q9.

Carlson shared data on response rates. The response rate since the implementation of online SEIs has decreased. Response rates differ by class rank and GPA. The committee has found that e-mail reminders are critical in receiving responses.

The Council's student members would like to strongly advocate for publication of Q1-Q9. Actually seeing that their responses are used by the university may increase student participation.

#### **SUBCOMMITTEE D—PROFESSORS BLAINE LILLY and W. RANDY SMITH**

- **Proposal to Create the Department of Engineering Education (EED) – College of Engineering**

Guests: Ann Christy, Professor of Food, Agricultural and Biological Engineering and Interim Director, Engineering Education Innovation Center; John Merrill, Associate Director, Engineering Education Innovation Center; Rudy Buchheit, Associate Dean, College of Engineering; and David Tomasko, Associate Dean, College of Engineering

The College of Engineering proposes to convert the existing Engineering Education Innovation Center (EEIC) into a department within the College of Engineering. The EEIC is currently staffed by two tenured professors (Tenure Initiating Units – TIUs) in other departments), five clinical faculty (other departments), and 27 associated faculty at the senior lecturer and lecturer level. In addition, the Center has 12 staff, and offers courses in First Year Engineering, Engineering Communication, Multi-disciplinary Capstone, and a variety of other courses, including two minors.

The Department's mission will be to "advance the engineering profession and enable student success by developing and delivering state-of-the-art, innovative, multi-disciplinary engineering courses and programs; by modeling and advocating scholarly, evidence-based teaching within the College of Engineering; and by integrating pedagogical discovery, practice, and dissemination through world-class engineering education research."

This proposal has been presented to the College of Engineering faculty, staff, and students. It has the full support of both Engineering, and concurrence from the College of Education and Human Ecology.

The Council did note the two negative votes by the (Engineering) College Committee on Academic Affairs. While the vote was anonymous, the presenters felt that their main concerns were: budgetary effects on existing departments; if the department will eventually offer undergraduate degrees; if the faculty could reach tenure in the college; and the timing of the chair hire.

Smith noted that Engineering kept the Office of Academic Affairs informed throughout the proposal process, and that new departments almost never have a full complement of existing faculty at the time of creation.

Lilly and Smith will next discuss this proposal with the Faculty Council on October 8, 2015. If it reacts favorably, Council will vote on it at the October 21, 2015 meeting. If the Council approves, the proposal will move on to the University Senate for action on October 29, 2015 and then to the Board of Trustees (November 6, 2015). Lilly did call for a straw vote and the Council unanimously voted in favor.

- **Proposal for a New Undergraduate Minor in Real Estate**

Guests: Zahi Ben-David, Associate Professor, Department of Finance; Pat West, Associate Dean, Fisher College of Business

The Fisher College of Business (FCOB) in conjunction with the Knowlton School of Architecture (KSA) and the Department of Food, Agricultural and Biological Engineering (FABE) propose a new Undergraduate Minor in Real Estate. This is motivated by a strong interest from students majoring in Finance, Construction Management, and City and Regional Planning to better understand the field of Real Estate.

Before conversion to semesters, FCOB had a strong Undergraduate Major in Real Estate and Urban Analysis with many students doing a dual major in this program and Finance. Since then, enrollment in this major has plummeted; hence, the desire for the new minor in collaboration with KSA and FABE.

The minor will require one pre-requisite, Economics 2000.01; two required courses Business Finance 3400 and 4410; and three elective hours. The minor itself will consist of 15 hours. The elective courses are drawn from a list of 14 courses from the three programs. All courses are currently taught, so there is no need for additional faculty or course sections.

Smith noted that this proposal fits in with the University's urban mission.

Lilly moved approval of the proposal; it was seconded by Buford and it carried with all in favor.

- **Proposal for a New Undergraduate Minor in Science, Engineering, and Public Policy**

Guests: Jeff Bielicki, Assistant Professor, Department of Civil, Environmental and Geodetic Engineering; Kate Hallihan, Director of Student Services, John Glenn College of Public Affairs; Caroline Wagner, Associate Professor, John Glenn College of Public Affairs

This new minor is targeted at students in engineering, business, and the natural and physical sciences who have an interest in public policy. It addresses a curricular gap here by offering a cohesive set of courses in this area. Similar programs exist at many other universities. The minor does not focus on the health/biomedical sciences. Hallihan indicated that other academic units could propose courses for inclusion.

The minor will be housed in the Glenn College, which will offer advising services for students in the minor. The expectation is that 40 students will enroll in this minor by 2017-18.

There are two required courses, from a set of three: Public Affairs/Environmental Engineering 5600 (3 credits); Public Affairs 5610 (3); Public Affairs 5750 (3). In addition, students will take two courses from an elective list for a total of 12 hours. Students may elect to take all three required courses and one additional elective course.

Students could petition to have a general education (GE) course count as a minor course, which would allow for overlap between the minor and the GE. Students are not allowed to ask for a non-GE course to count as a GE.

No new faculty are needed and courses are already being taught.

Lilly moved approval of the proposal; it was seconded by Buford and it carried with all in favor.

- **Proposal for an Online Master of Arts (MA) in Arts Administration, Education and Policy**

Guests: Karen Hutzler, Associate Professor, Department of Arts Administration, Education and Policy; Deborah Smith-Shank, Professor and Chair, Department of Arts Administration, Education and Policy

This proposal simply changes the mode of delivery for the existing MA in Art Education to make the degree more accessible to students not resident in Columbus. The online offering is not new. It was on hiatus because of the conversion from quarters to semesters.

It was clarified that the Department cannot advertise the program offerings until it is approved by the Department of Higher Education, but it can indicate that it is “coming soon.” The Graduate School will now work with the Department to secure state-level approval.

Lilly moved approval of the proposal; it was seconded by Zerby and it carried with all in favor.

The Meeting adjourned at 4:39 p.m.

Respectfully submitted,

W. Randy Smith  
Katie Reed