

From: [Vankeerbergen, Bernadette](#)
To: "[Jill Pfister](#)"; "[Birkenholz \(birkenholz.1@osu.edu\)](#)"
Cc: "[harvey.113@osu.edu](#)"; [Gustafson, Terry](#)
Subject: Proposed Leadership Studies Minor
Date: Monday, June 14, 2010 1:27:49 PM

Dear Jill and Bob:

On behalf of the Arts and Sciences Committee on Curriculum and Instruction (CCI), I would like to thank you for coming to our meeting this past Friday and discussing the proposed Leadership Studies Minor. CCI did not take a vote on the proposal, for the committee would like several points to be addressed first. Please find below a summary of CCI's feedback:

- Conceptually, CCI would like the proposal to clarify the balance of theory and practice. The courses offered in the minor should reflect the emphasis articulated in the proposal.
- Concern was expressed regarding the implementation and rigor of the Practicum. A clarification of the rules of the Practicum would be useful. Also, it was suggested that "approved" precede "department of major or career interest area" on the advising sheet. The same document could also include a website link to additional information about the Practicum.
- ASC minors comply with the following 2 rules: "100-level course: For every five credit hours of 100-level course work on the minor, the minimum total required for the minor is increased by five" and "A minor should consist of a minimum of 20 and, in general, a maximum of 25 credit hours, with at least half of the hours at the upper-division level (300 level or above, Philosophy 250, all courses taught by the College of Mathematical and Physical Sciences at the 200 level, and foreign language courses taught in the language at the 200 level)."
- The advising sheet should specify that students need to declare their minor early (e.g., 2 quarters before graduation).
- Clarify goals and learning outcomes on p.8 of proposal (language should be student-centered).

I hope these points are helpful. Please let me know if you have any questions. Terry Gustafson would be glad to meet with you to further discuss the changes to the proposal.

Best wishes,
Bernadette

Bernadette Vankeerbergen, Ph.D.
Curriculum Coordinator
The Ohio State University
College of the Arts and Sciences
Curriculum and Assessment Office
4132 Smith Laboratory
174 W 18th Ave
Columbus, OH 43210
Phone: 614-688-5679
Fax: 614-688-5678

<http://ascas.osu.edu>