

From: [Jill Pfister](#)
To: [Vankeerbergen, Bernadette](#)
Cc: [Gustafson, Terry](#); [Birkenholz \(birkenholz.1@osu.edu\)](#); [Linda C. Martin](#)
Subject: RE: Proposed Leadership Studies Minor
Date: Monday, October 18, 2010 3:31:38 PM
Attachments: [ASC Version Leadership Minor Draft July 2010.docx](#)
[Leadership Studies Minor Learning Goals.doc](#)
[Leadership Practicum rubric.doc](#)

Bernadette: I apologize for the delay but semester conversion hit hard since CCI met in June. We made most all the revisions back in July but I just never got beyond putting out fires and semester conversion since July. Attached you will find three items:

1. Revised Minor Curriculum Sheet
2. Revised Student Learning Goals
3. Ruberic for Planning and Assessing the Practicum

The minor curriculum sheet has been revised to address the items listed in your e-mail from June 14, 2010. The first paragraph has been revised, we took out Philosophy 130 as an option in the minor to make it less confusing, the statement about 300 level courses has been added, declaration of the minor early is included and we revised the information under Practicum to refer to the rubric that will be available to the student and adviser through the website and communications with all students in the minor.

The Advisory Committee met once during the summer and are planning another meeting during Autumn quarter. They would like to include a faculty member and adviser representative from ASC once approved. The two new Bus MHR courses listed as TBD are being requested as New Courses under semesters. They are not planned to be offered under quarters. Therefore we will remove them. We are submitting a semester version of the minor and are still working with the departments involved. As we indicated earlier, the Advisory Committee is more than willing to consider additional courses.

I hope we have addressed your concerns and look forward to the CCI approval

Go Bucks!

Jill A. Pfister



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From: Vankeerbergen, Bernadette [mailto:vankeerbergen.1@osu.edu]
Sent: Monday, June 14, 2010 1:28 PM
To: 'Jill Pfister'; 'Birkenholz (birkenholz.1@osu.edu)'
Cc: 'harvey.113@osu.edu'; Gustafson, Terry
Subject: Proposed Leadership Studies Minor

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

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