

From: [Smith, Randy](#)
To: [Hashamova, Yana](#)
Cc: [Higginbotham, Jennifer](#); [Bielefeld, Eric](#); [Smith, Randy](#); [Griffiths, Robert](#); [Simmons, Jennifer](#); [Reed, Katie](#); [Miner, Jack](#); [Fink, Steven](#); [Vankeerbergen, Bernadette](#); [Heysel, Garrett](#); [Hahn, Peter](#); [Ritter, Gretchen](#); [Hume, Beth](#); [Daly, Marymegan](#); [Martin, Andrew](#)
Subject: Certificate in Essential Skills for Travel and Business in Russia
Date: Monday, November 25, 2019 11:51:00 AM
Attachments: [image001.png](#)

Yana:

The proposal from the Department of Slavic and East European Languages and Cultures to establish a **Certificate (Type 1a and 1b) in Essential Skills for Travel and Business in Russia**, was approved by the Council on Academic Affairs at its meeting on November 6, 2019. Thank you for attending the meeting to respond to questions and comments.

It is my understanding that the Office of Distance Education and eLearning has indicated to you that a Memorandum of Understanding and a budget worksheet are needed before implementation can occur. That Office will work with you on that step and will inform me when it is complete.

When the certificate is ready to be implemented, the Office of the University Registrar will contact you to provide other relevant information.

This action will be included in the Council's next Annual Activities Report to the University Senate (July 2020).

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

If you have any questions, please contact the Co-Chair of the Council, Professor Jennifer Higginbotham (.37) or me.

Randy



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