

The Ohio State University

***ENVIRONMENT AND NATURAL
RESOURCES GRADUATE PROGRAM***

GRADUATE PROGRAM HANDBOOK

Version: Academic Year 2024-2025

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1 General Information

This handbook explains the requirements for completion of each of the academic programs available in the Environment and Natural Resources Graduate Program (ENRGP). Students and faculty advisors can use this document to understand how to make academic progress and make use of relevant resources.

1.1 The Graduate School and Graduate School Handbook

All university policies apply to students, faculty, and staff in the Environment and Natural Resources Graduate Program. Additional policies and requirements are defined by the Graduate School and at the program level. The Graduate School maintains a handbook for universal policies and minimum requirements that apply to all graduate programs at OSU: gradsch.osu.edu/handbook. Any changes to the Graduate School Handbook will apply at all times and will override any references contained in this handbook. Where a specific policy is not covered in the ENRGP Handbook, those described in the Graduate School Handbook will apply.

The Graduate School website is a helpful resource with convenient information about graduation deadlines and other general resources for students and faculty: gradsch.osu.edu/

1.2 Application and modification of ENRGP policies and requirements

The ENRGP Handbook is intended for students and faculty affiliated with ENRGP and includes degree requirements, policies, rules, and procedures (including grievance procedures) specific to the ENR Graduate Program.

The Graduate School's requirements for the content and maintenance of program handbooks are explained in Graduate School Handbook sections [1.1](#), [13.2](#), and [H.5](#).

This handbook may be amended or revised for clarity at any time. Major changes to program policies (e.g. program, degree or specialization requirements) must be approved by the GSC and ENRGP graduate faculty. Major changes will not apply to students enrolled in the program prior to the changes being implemented.

1.3 Student forms

Students will be required to submit forms at various points during the pursuit of their degree in order to document information about their progress, request exceptions, initiate examinations or graduation, and other purposes. Forms mentioned in this handbook will generally be found in one of these locations:

- Forms submitted to ENRGP: senr.osu.edu/forms
- Forms submitted to the Graduate School: gradforms.osu.edu

1.4 Student support services and information

1.4.1 *Graduate Studies Office*

Staff members in SENR dedicated to supporting ENRGP constitute the SENR Graduate Studies Office, hereafter referred to as the “program office,” which is here to coordinate the administrative operations of the program, serve as a liaison between the committees and central offices involved in graduate education, and provide general guidance to ENRGP students. Students and faculty with any questions about ENRGP or Graduate School rules and procedures are welcome to contact the program office for support.

1.4.2 *GradRoots*

GradRoots is the student organization for students in the ENR Graduate Program and the Environmental Sciences Graduate Program (ESGP) with SENR as their home unit. GradRoots advocates for student needs, informs on school and university policies and resources, provides

academic and professional development opportunities, and seeks to build a sense of community within the school. Student representatives to the ENRGP Grad Studies Committee are elected through GradRoots.

1.4.3 SENR facilities and business

SENR students, faculty, and staff can find information relevant to SENR business not strictly related to the graduate program on enr@work, such as fiscal and HR processes, facilities information, and more:
senr.osu.edu/intranet

Common areas and office spaces on the Columbus and Wooster campuses are available for students in all degree programs to provide students with a space to study and, for students employed by the school, a workspace. For questions about office space assignments and utilization, contact the program office.

2 Academic Programs Offered

2.1 Research degrees

2.1.1 *Master of Science (MS)*

Who is this degree for? Students with an undergraduate degree and/or professional experience in a relevant subject who wish to learn how to design and conduct original research.

2.1.2 *Doctor of Philosophy (PhD)*

Who is this degree for? Students who wish to pursue high-level, independent, scholarly research. Most students admitted to the PhD program will have completed a thesis master's degree in or related to their chosen fields. Those students are classified in the doctoral program as Regular-Admit PhD students. A direct-admit plan (PhD-Dir) is available for students without a thesis-based MS but who have substantive relevant previous research experience and output (e.g. honors research dissertations, grants, papers or presentations).

2.1.3 *Curricular specializations*

Several specializations are available that may be formally designated on an MS or PhD student's transcript upon graduation. The specializations and their additional curricular requirements are detailed at the end of the chapter on research degrees.

2.2 Professional practice degrees and certificates

2.2.1 *Master of Environment and Natural Resources (MENR)*

Who is this degree for? Practicing environmental professionals and more recent graduates who wish to transition into applied work in an environmental field. The MENR

provides a rigorous program that creates valuable educational and training experiences for persons seeking, or already engaged in, professional careers in environmental or natural resources management, administration, planning, or education. This degree is for those who do not intend to pursue a research career but who want to turn knowledge into practice.

2.2.2 *Graduate certificates*

Who are certificates for? A graduate certificate provides specialized knowledge in a specific topic or skill. Graduate certificates offer professional development training ideal for fine-tuning skills or knowledge and advancing career goals. Certificates are available to students both within and outside the ENRGP and can also be completed as a stand-alone credential.

ENRGP currently offers a fully online, asynchronous **Graduate Certificate in Environmental Assessment**. Further information about this certificate can be found at <https://senr.osu.edu/graduate/certificates>

2.3 Graduate minors

Who are minors for? Minors are open to current, degree-seeking Ohio State graduate students not enrolled in ENRGP who are interested in developing deeper expertise outside of their primary academic area.

Students in ENRGP may also participate in one or more of [OSU's cross-campus Graduate Interdisciplinary Minors, Specializations and/or Certificates](#).

What credentials are available? ENRGP offers minors in Environment and Natural Resources, Rural and Environmental Sociology and Soil Science. *We recommend that ESGP students with SENR as their home academic unit enroll in a relevant ENRGP minor.*

3 Research Degrees (MS and PhD)

3.1 Degree timelines

MS and PhD students broadly follow similar paths from admission to earning the degree due to the ultimate goal being to write and defend a research paper (the thesis or dissertation), but the time-to-degree, degree progress milestones, and timing of each milestone vary. Tables on the following pages summarize these milestones and the expected timing for students enrolled full-time.

While longer timeframes to completion may be necessary due to data collection requirements, especially for seasonal field work, the standard time to completion for each degree is:

- MS: 2 years.
- PhD (regular-admit): 3-4 years.
- PhD (direct-admit): 4-5 years.

Timing	<i>MS degree milestones</i>
1 st semester	<ol style="list-style-type: none"> 1) Research and coursework, including ENR 6000 and ENR 8980 2) Begin planning with your advisor your class selections, thesis topic, thesis proposal, and Advisory/Examination Committee
2 nd semester	<ol style="list-style-type: none"> 1) Research and coursework, including ENR 8897 and ENR 8980 2) By the 8th Friday: <ol style="list-style-type: none"> a. Submit Thesis Topic and Advisory Committee form b. Submit Curriculum Plan 3) Submit Thesis Proposal and accompanying Thesis Proposal Form by end of semester 4) Remove all conditions of admission (if applicable)
3 rd semester	<ol style="list-style-type: none"> 1) Research and coursework, including ENR 8980 2) Complete the Verbal (Oral) Communication Requirement
Final term Target completion: 4 th semester	<ol style="list-style-type: none"> 1) Review Graduate School's final semester checklist: https://gradsch.osu.edu/current-students/final-semester 2) Submit the Application to Graduate prior to the deadline 3) Submit at least 2 weeks before your final oral examination date: <ol style="list-style-type: none"> a. Dissertation draft to your Advisory/Exam Committee b. Thesis Draft Approval/Notification of Final Exam Form c. Exit Seminar form 4) (Optional) Complete thesis format check with the Graduate School 5) Complete the Exit Seminar and final oral examination 6) Submit final thesis draft to OhioLINK by deadline 7) Return assigned keys, clear/clean desk space, and give mail forwarding address to the ENRGP office

Timing	<i>PhD degree milestones</i>
1 st semester	1) Research and coursework, including ENR 8980 (3.8.2) 2) Begin planning with your advisor your class selections, dissertation topic, dissertation proposal, and Advisory/Examination Committee 3) Begin planning for the Verbal Communication Requirement (3.15)
2 nd semester	5) Research and coursework, including ENR 8980 6) By the 8 th Friday: <ol style="list-style-type: none"> a. Submit Dissertation Topic and Advisory Committee form b. Submit the Curriculum Plan 7) Remove all conditions of admission (if applicable)
3 rd semester	3) Research and coursework, including ENR 8980 4) Submit the dissertation proposal and the accompanying Dissertation Proposal Form by the end of the semester
Remaining pre-candidacy semesters	1) Complete remaining coursework, including ENR 8980 2) After completing all courses: complete candidacy examination <ol style="list-style-type: none"> a. Target semester: 4 (regular-admit) or 6 (direct-admit) b. Written portion: Advisor reports details of the format to the ENRGP office at least two weeks before the examination c. Oral portion: Submit the Application for Candidacy to the Graduate School at least two weeks in advance (3
Candidacy period 5 th – 6 th (regular) 7 th – 8 th (direct)	1) Dissertation research and writing 2) Direct-admit scholarly paper requirements: <ol style="list-style-type: none"> a. Submit Scholarly Paper Proposal form by end of 5th semester b. Submit Scholarly Paper to committee by end of 6th semester 3) Submit Verbal Communication Requirement form
Final term Target completion: Semester 6 (regular) Semester 8 (direct)	8) Review Graduate School's final semester checklist: gradsch.osu.edu/final-semester-procedures-and-timelines 9) Submit the Application to Graduate prior to the deadline 10) Submit the following 3 weeks before your final oral examination date: <ol style="list-style-type: none"> a. Dissertation draft to your Advisory/Exam Committee b. Application for Final Exam to the Graduate School c. Submit Exit Seminar form to the ENRGP office 11) Complete dissertation format check with the Graduate School 12) Complete the Exit Seminar and final oral examination 13) Submit final dissertation draft to OhioLINK by deadline 14) Return keys, clear/clean desk space, give mail forwarding address

3.2 Master of Science (MS) curriculum

3.2.1 *Intended degree outcomes, MS*

The MS degree engages students in course work, study, and research leading to the production of a master's thesis and publication in refereed, professional journals. The program prepares students to be critical thinkers who are familiar with the concepts, theories, and research methodologies in their fields. Students completing the Master of Science are prepared for advanced research and/or careers in environmental and natural resource science, management, policy, and education.

During the Master of Science program students:

- i) build on background knowledge of the social and/or natural environmental sciences to develop an understanding of the concepts and theories in their research field;
- ii) learn how to pursue scholarly research in those areas;
- iii) and learn how to apply their knowledge and

- and spring semester. Only 2 credits of ENR 8980 may be applied to the minimum credit requirements for the degree.

Elective Courses (15 credits)

Elective courses shall be selected in collaboration with the student's advisor and committee and provide a foundation in the key theories, issues and methodologies underpinning their chosen area of research. Courses with a catalog number ≥ 5000 within ENR or ≥ 4000 in other programs may be counted as eligible graduate credit

Research Credits (10 credits)

Master's students must complete at least 10 research credits (ENR 8998). While students will likely accumulate more than 10 credits of ENR 8998 during their thesis research, only 10 credits may be counted toward the MS credit requirements.

See Section 8 ("Registration and Enrollment") in this handbook for guidance on determining how many research credits to take in a term.

technical skills to environmental and natural resource problems.

3.2.2 *Curricular requirements, MS*

Core courses (8 credits)

All MS students must complete the following courses. **Alteration of core requirements will be considered only under extraordinary conditions.**

- **ENR 6000 Research in Environment and Natural Resources** (2 credits; Autumn semester of the student's first year in the program)
- **ENR 8897 Research Proposal Symposium** (1 credit; Spring semester of the student's first year in the program)
- **ENR 8980 Environment and Natural Resources Seminar** (1 credit; Autumn + Spring). Students shall enroll in ENR 8980 every autumn and spring semester.

3.3 PhD curriculum

This section explains the degree requirements specific to ENRGP PhD students. General policies relating to doctoral degrees are included in [Graduate School Handbook section 7](#). PhD students and those who advise them are expected to be familiar with the relevant policies in both handbooks.

3.3.1 *Intended Degree Outcomes, PhD*

The PhD is a research degree. Therefore, the doctoral dissertation is the central focus of the PhD program. Students in the PhD program are expected to select and design their own research projects, develop a high level of understanding of the concepts, theories, and methodologies related to their research topics, and produce scholarly dissertations that make a tangible contribution to theory bases in their fields of study.

3.3.2 *Regular and Direct-Admit Degree Tracks*

ENRGP offers two tracks (regular- and direct-

admit) for completion of the PhD depending on the student's previous education and preparation for and interest in doctoral study. These tracks determine the specific requirements needed to complete the degree, especially regarding the total number of credits.

3.3.3 Curricular requirements, PhD

Earning a doctoral degree at Ohio State requires the completion of at least 80 graduate credit hours, per Graduate School Handbook [section 7.1](#).

Core Courses (8 credits)

- **ENR 8980 Environment and Natural Resources Seminar** (5 × 1 credit; Autumn + Spring)
 - All doctoral students must enroll in the Environment and Natural Resources Seminar (ENR 8980) each autumn and spring semester until they pass their Candidacy Examinations.
 - **Only 5 credits of ENR 8980 may count toward the minimum 80 credits for the PhD.** Students who can begin their candidacy period before completing 5 credits must ensure that their Curriculum Plan will still add up to at least 80 credits.
 - **Exceptions from enrollment** may be made where students are away for fieldwork, are enrolled in a conflicting course that conflicts with the seminar, or other good reasons. A waiver can be obtained by emailing the GSC Chair and Graduate Program Coordinator.
 - **Post-candidacy attendance:** Following admission to Candidacy, students are expected to attend, but not enroll in, ENR 8980

seminars.

- **ENR 8785 Research Paradigms** (3 credits; Spring – alternate odd-numbered years)

Elective Courses (13 credits regular-admit; 27 credits direct-admit)

Working with the advisor and Advisory/Examination Committee, students must complete coursework related to their dissertation topic **totaling at least 13 credits for Regular-Admit students or 27 for Direct-Admit students**. Courses with a catalog number ≥ 5000 within ENR or ≥ 4000 in other programs may be counted as eligible graduate credit.

Methodology Courses (9 credits regular-admit; 15 credits direct-admit)

Methodology or techniques courses are important parts of any doctoral student's research preparation. Methodology courses include those focused on methods for field or laboratory data collection, survey and questionnaire design, quantitative and qualitative data analysis and training in scientific writing. Courses with a catalog number ≥ 5000 within ENR or ≥ 4000 in other programs may be counted as eligible graduate credit.

- PhD students are permitted to include ENR 6000 (Research in Environment and Natural Resources) as a methodology course on the Curriculum Plan.
- Direct-Admit students are strongly encouraged to take ENR 6000 during their first year.

Interdisciplinary Course Requirement

Developing effective solutions to environmental problems requires future professionals to work and communicate across disciplines. Our faculty and program value interdisciplinary training,

and we expect our graduates to share that commitment.

All doctoral students must demonstrate some foundational training in both the natural and social sciences. Students completing research within the social sciences should demonstrate some foundational training in the natural sciences while those working in the natural sciences should hold some training in the social sciences. The Interdisciplinary Requirement can thus be met by one of the following routes:

- Identifying a relevant natural or social sciences course from the student's previous graduate or undergraduate study, which must have been at or above the 3000-level (or equivalent).
- Completing a relevant course for graduate credit, which may be counted toward the minimum number of credits required for the specialization courses on the Curriculum Plan. Applicability within the Curriculum Plan should be determined in consultation with the faculty advisor.

Research Credits (20 credits regular-admit; 30 credits direct-admit)

All doctoral students shall enroll for ENR 8998 credit every semester. There is a limit on how many research credits may be counted toward the PhD curricular requirements, which is 20 research credits for Regular-Admit students and 30 for Direct-Admit students, but students will generally accumulate more than this during their program. See section 8 ("Registration and Enrollment") for guidance on determining how many credits to take in a term.

Transfer of Graduate Credit

Regular-admit students receive a block of 30 transfer credits for the completion of their relevant master's degree.

For Direct-admit students, students with previous graduate credit may request transfer credit for individual courses that were taken for graduate credit. The student and the student's advisor shall identify previously completed courses whose curricula are relevant to the student's dissertation research. These courses will then be considered for approval by the Graduate Studies Committee using the process outlined in the [Graduate School Handbook section 4.1](#).

No more than 30 master's-level credits may be transferred in. However, additional credit taken beyond the master's degree at the doctoral level may be transferred as post-master's credit up to the limits specified by the Graduate School.

3.4 Curricular Specializations

3.4.1 What are specializations?

A graduate specialization represents a significant, widely recognized division of an overall field of study that is broader than an individual faculty member's area of interest or an individual student's thesis or dissertation topic. ENRGP offers several formal areas of specialization that ENRGP students may pursue and have designated on their final transcript. ENRGP's specializations are **optional**.

More information about Graduate Specializations is in Graduate School Handbook [section 8.5](#).

3.4.2 Designating a specialization

Students may declare their intention to pursue a specialization at any time prior to applying to graduate; this is usually done when submitting the Curriculum Plan but may be done later by contacting the program office.

Earning a specialization designation requires that students:

- Have an advisor or co-advisor associated with the specialization
- Complete the specialization's requirements in addition to the general requirements of their degree

The details of each specialization, including the curricular requirements and associated faculty members, are at the end of this chapter on research degrees.

3.4.3 Specialization exceptions

Students may petition the GSC to substitute coursework requirements. Such petitions will be considered by the GSC and approved by the relevant specialization faculty.

3.4.4 Multiple specializations

Students are permitted to declare and fulfill the requirements for two Areas of Specialization as long as each course taken is only applied to a single specialization. Students seeking multiple Areas of Specialization shall have an advisor or a co-advisor in each of the specializations.

3.5 Verbal (Oral) Communication Requirement

The MS and PhD programs provide experience in science communication, including through the completion of the **Verbal (Oral) Communication Requirement**. Completion of this requirement varies by degree.

MS students

MS students are required to present their research in ENR 8980 Environment and Natural Resources Seminar during the student's second year in the program.

PhD students

Doctoral students are required to provide at least one presentation to each of these audiences throughout their program. Broadly defined, there are three requirements that need to be satisfied:

1. Presenting research concepts or findings at a scientific meeting to a specialized audience. The presentation should have an accepted and published abstract and be no less than 8-10 minutes long. A poster presentation generally does not satisfy this requirement.
2. Presenting research in ENR8980 Environment and Natural Resources Seminar during the student's third year in the PhD program.
3. Presenting scientific concepts or findings to a lay audience in a non-academic setting. Examples of this type of presentation include: High school or grade school classroom guest lecture; Ohio State University Extension presentation to the public such as presentation at the Farm Science Review; presentation to a community group.

PhD deadline for completion

Students should prepare to complete part of the requirement through the third-year ENR seminar presentation. For the other presentations, students should work with their advisors to find and develop opportunities to complete these presentations throughout their time in the program. This requirement must be completed before the program will approve the student's Application to Graduate.

PhD documenting requirements

Students must submit a Verbal Communication Requirement Form. Included in the form will be a short paragraph that provides context to the

presentations, the venue, the approximate number of people, and documentation of the speaker list, published abstract, program, etc. The student's committee will need to review and sign off on these activities. The form will be submitted to the program office and then reviewed and signed by the Graduate Studies Chair confirming that these requirements were successfully satisfied.

3.6 The faculty advisor

Each student must have an advisor who is a regular faculty member who holds a category M or P appointment in the Environment and Natural Resources Graduate Program. For MS students, the advisor may hold either category M or P status; for PhD students, the advisor must hold category P status.

As the connection between a student and the faculty advisor is an essential part of this research-based program, students are not admitted to the program unless a faculty member has agreed to advise them.

The advisor is primarily responsible for guiding the student through the PhD program and chairs the student's Advisory/Examination Committee.

3.6.1 *Co-advisor*

Students may designate an Advisory/Examination Committee member as a co-advisor, per [Graduate School Handbook section 12.1](#).

3.6.2 *Changing advisors*

Students may change their advisor at any time after admission by submitting a petition to the Graduate Studies Committee. The petition shall explain the rationale for the change and be signed by the prospective new advisor to

indicate willingness to accept the advising change.

The Graduate Studies Committee will review the petition and may request additional information from the current advisor, members of the student's Advisory/Examination Committee, the student, or the proposed new advisor. A decision will be rendered within 30 days of receipt of the written request.

Per Graduate School policy, students attempting a second final oral examination are prohibited from changing their advisor unless additional approval is given ([Graduate School handbook 6.3](#)).

3.6.3 *Departure of advisor*

If a faculty advisor leaves the university prior to the student's completion of degree requirements, the advisor will assist the student in selecting a new faculty advisor. The current advisor, new advisor, and student must inform the Graduate Studies Committee of the change as soon as possible so that arrangements can be made with the Graduate School for the faculty member leaving the university to continue to serve as co-advisor or committee member if desired PRIOR to the departure date of the faculty member.

3.7 The Advisory/Examination Committee

All students must select an Advisory and Examination Committee, which will guide the student's thesis development and evaluate the acceptability of the final thesis and performance in the final examination. Students should select their committee in consultation with their advisor.

The role of the Advisory/Examination Committee is to:

- 1) Guide the student in: preparation of the Curriculum Plan, development of the research topic and proposal, and the research project and preparation of the thesis/dissertation
- 2) Serve as the thesis/dissertation committee
- 3) Serve as the doctoral candidacy examination committee
- 4) Serve as the final examination committee

3.7.1 Declaring a committee

The student and advisor must select an Advisory/Examination Committee as soon as possible after the student begins in the program.

- **Procedure:** Submit a signed Thesis or Dissertation Topic & Advisory Committee form to the SENR office
- **Deadline:** By the 8th Friday of the student’s second semester in the program.

3.7.2 Committee composition

The Advisory and Examination Committee shall meet the requirements for the student’s degree program, as outlined below for the MS and PhD. The Graduate School determines the minimum requirements for committee composition, and additional requirements are determined by ENRGP.

MS committee composition requirements

Member	Graduate program	Graduate faculty category
Advisor	ENRGP	P or M
Committee member 1	ENRGP	P or M
Committee member 2	Any	P or M

Master’s examination committee requirements are established in [Graduate School Handbook section 6.2](#).

ENRGP Advisory/Examination Committees for MS students shall be composed as follows:

- The student’s advisor, who has Category P or M graduate faculty status in the Environment and Natural Resources Graduate Program.
- Committee members: Other members of the Ohio State graduate faculty, following these requirements:
 - **Number and Graduate Faculty Status:** MS students shall have at least two committee members in addition to the advisor. Each of these members shall hold graduate faculty status in Category M or P in the Ohio State Graduate School.
 - **Cross-disciplinarity:** At least one of these members shall hold Category M or P status in the ENR Graduate Program, and at least one of these members shall: be a member of an SENR faculty group other than the advisor’s faculty group; or hold a primary faculty appointment in a unit other than SENR. This requirement aims to foster cross-disciplinary investigation and innovation, build the student’s network beyond SENR and/or their discipline, and ensure independent oversight of the rigor of the student’s work.
 - **Co-advisor:** Any one of these members may be designated as a co-advisor if agreed on by the student, advisor, and intended co-advisor.

- For students pursuing a **dual degree or combined graduate/professional degree**, the student's Advisory/Examination Committee will consist of a minimum of four members, with at least two from each program (including the faculty advisor from each program).

PhD committee composition requirements

Member	Graduate program	Graduate faculty category
Advisor	ENRGP	P
Committee member 1	ENRGP	Usually P
Committee member 2*	Any	Usually P
Committee member 3*	Any	Usually P

**One of these members may leave the committee following a successful candidacy examination.*

ENRGP Advisory/Examination Committees for PhD students shall be composed as follows:

- The student's advisor, who has Category P graduate faculty status in the Environment and Natural Resources Graduate Program.
- Committee members: Other members of the Ohio State graduate faculty, following these requirements:
 - **Number and Graduate Faculty Status:** Prior to completing the candidacy examination, PhD students shall have at least three committee members in addition to the advisor. Each of these members shall hold graduate faculty status in Category M or P in the Ohio State Graduate School. At least one of

these members shall hold Category P status. The other members will generally hold Category P appointments, but graduate faculty members with Category M appointments may serve on doctoral Advisory/Examination Committees with the approval of the Graduate Studies Committee.

After passing the candidacy examination, only two committee members in addition to the advisor are required, so one of the members may leave the committee as long as the other conditions below are met.

- **Cross-disciplinarity:** At least one of these members shall hold Category M or P status in the ENR Graduate Program, and at least one of these members shall: be a member of an SENR faculty group other than the advisor's faculty group; or hold a primary faculty appointment in a unit other than SENR. This requirement aims to foster cross-disciplinary investigation and innovation, build the student's network beyond SENR and/or their discipline, and ensure independent oversight of the rigor of the student's work.
- **Co-advisor:** Any one of these members may be designated as a co-advisor if agreed on by the student, advisor, and intended co-advisor.

3.7.3 Changing and Adding Extra Committee Members

Adding extra committee members

Students may have additional committee members beyond those required above who would not normally be eligible to serve on a graduate committee, e.g. Ohio State faculty without Category M or P graduate faculty status, faculty at other colleges and universities, and other qualified professional scientists. This requires the approval of the Graduate Studies Committee and the Graduate School. With their advisor's agreement, **students must submit:**

- Committee and Examination Petition on GradForms.
- Copy of the external member's CV.
- Brief (100 words max.) rationale for their inclusion on the committee.

This petition will be reviewed by the Graduate Studies Committee before being reviewed by the Graduate School for final approval.

To add these extra members to the committee, students must submit a Committee and Examination Petition on [GradForms](#) and have it approved by their advisor. It will then be considered by the Graduate Studies Committee and, if approved, proceed to the Graduate School for final approval. These petitions for extra members should be submitted when the signed Thesis/Dissertation Topic & Advisory Committee form is submitted.

Changing committee members

Unless significant changes in program direction occur or personal conflicts arise, the Advisory/Examination Committee should remain unchanged through the duration of the student's program (with the exception of PhD committees post-candidacy, as noted in the PhD committee requirements section). Petitions to change the composition of the Advisory/Examination Committee must be submitted in writing to the Graduate Studies Committee for approval.

Per Graduate School policy, students attempting a second final oral examination are prohibited from changing their advisor unless additional approval is given ([Graduate School handbook 6.3](#)).

Changes in the composition of the Advisory/Examination Committee (aside from the departure of the ENRGP Representative) must be approved by the Graduate Studies Committee. The student must submit:

- A petition form justifying the change.
- A written acknowledgement from each of the "old" and "new" committee members.
- Demonstrated support from the advisor in the form of a written letter or email.

The Graduate Studies Committee will review the petition and may request additional information prior to a final decision.

3.8 Developing a Curriculum Plan

3.8.1 Curriculum Plan

The Curriculum Plan is an official document that stipulates the course work that the student intends to complete to full the requirements for the intended degree, per Graduate School Handbook [section 7.1](#). The Graduate Program Manager and GSC Chair review each Curriculum Plan for compliance with the goals and requirements of the degree.

Important: There is a limit of five credit hours of Independent Study (ENR 6193) that may be applied to the Curriculum Plan.

3.8.2 PhD-specific Considerations

The student must work closely with their advisor and Advisory/Examination Committee in designing the Curriculum Plan. Curriculum Plans will vary among students, but all should:

- Adequately prepare the student for the

Candidacy Examination.

- Support the student in successful pursuit of dissertation research.
- Combine depth and breadth in coursework designed to foster research and scholarship in the student's field.

3.8.3 *Deadline*

The Curriculum Plan, approved by the student's Advisory/Examination Committee, must be submitted online to the SENR office **no later than the 8th Friday of the second semester of enrollment.**

Part-time students will require more time to complete their degree requirements. These students must include with their Curriculum Plans a schedule for meeting all deadlines stipulated for the program. This must be approved by the Graduate Studies Committee.

3.8.4 *Requesting Exceptions to Degree Core Requirements.*

Requests for substitutions for core courses shall be submitted by petition with signatures from the student's Advisory/Examination Committee. The Graduate Studies Committee will review the petition for a final decision.

Enrollment in ENR 8980 may be waived by the Graduate Studies Committee Chair based on a written request by the student. Approval will only be given in cases that prohibit the student from reasonably completing the seminar requirements.

3.8.5 *Transfer Credit*

Transfer credit from graduate credit earned at another institution or another Ohio State program may be counted on the Curriculum Plan within the limits prescribed by the [Graduate School Handbook section 4.1](#). The review of transfer credit should be performed

during the student's first semester of enrollment by the student's advisor, after which the Graduate Studies Committee shall review the request.

3.9 Preparing the thesis/dissertation topic and proposal

All students must submit:

- **A thesis/dissertation topic form** that provides a brief overview of the student's intended area of study and defines their research advisory committee.
- **A thesis/dissertation proposal.** Guidelines and exemplars to assist for preparation of a thesis proposal are provided in on the ENRGP Carmen page. The thesis proposal should be approved by the student's advisor and Advisory/Examination Committee.

The thesis/dissertation must be prepared in accordance with the rules and regulations of the Graduate School. [Guidelines for preparing and submitting theses are available on the Graduate School website.](#) Examples of graduated student documents are available through [OhioLink](#) and [the SENR website.](#)

3.9.1 *Deadlines*

- **Topic:** Submitted along with the documentation of the Advisory/Examination Committee.
- **Proposal:**
 - **MS:** Submitted by the last day of class of the student's second semester.
 - **PhD (either track):** Submitted by the last day of class of the student's third semester in the program or before the start of the candidacy examination, whichever is sooner.

Students who have not submitted their thesis/dissertation topic or proposal by the relevant deadline may be denied further enrollment until these requirements are complete.

3.9.2 Changes in research direction

If the research direction is altered to such an extent that there is a significant change in the theory bases or bodies of knowledge being pursued, the student shall inform the Graduate Studies Committee and file an amendment to the proposal. This amendment must be approved in writing by the student's advisor and committee.

3.9.3 Format requirements

Minimum expectations and guidance for an **ENRGP MS thesis** are:

1. At least one chapter containing original research of sufficient volume and rigor to be appropriate for potential publication in a peer-reviewed journal.
2. A second chapter is strongly encouraged. This second chapter can have any format agreed upon by the student and the committee (literature review, empirical chapter, management or policy implications of the work, etc.).

Minimum expectations and guidance for a **PhD dissertation** are:

1. Students are encouraged to prepare their dissertations with brief "General Introduction" and "General Conclusions/Implications" chapters. The "General Conclusions/Implications" chapter should summarize the overall novelty, importance, and/or implications of the work.
2. 2. The Ph.D. **dissertation in the ENRGP**

should normally contain a minimum of three research chapters each containing research of sufficient volume, rigor and novelty to be appropriate for peer-reviewed publication.

3.10 Scholarly paper for Direct-admit PhD students

Direct-admit students are expected to complete a scholarly paper that either includes analysis of empirical data or provides a substantive review and critique of a significant problem in the student's area of study. The scholarly paper should be defined by, and defended before, the student's advisory committee. Deadlines are as follows:

- **End of fifth semester:** Submit the Direct-Admit Doctoral Student Scholarly Paper Proposal form, signed by the advisor.
- **End of the sixth semester:** Submit the Direct-Admit Doctoral Student Final Scholarly Paper form with the complete final paper.

3.11 Doctoral Candidacy Examination

PhD students are required to complete a candidacy examination. Graduate School requirements for the candidacy examination are explained in Graduate School Handbook [section 7.3](#). Additional ENRGP requirements and procedural guidance are explained below.

Note: ENRGP does not award master's degrees (MS or MENR) on the basis of a successfully completed candidacy examination. PhD students wishing to leave the PhD program with a master's degree in hand should consult with their faculty advisor and the Graduate Studies Chair about changing degrees to the MS.

Purpose: The candidacy examination tests doctoral students' disciplinary knowledge,

capacity to undertake independent research, and ability to think and express ideas clearly. Its completion marks the student's readiness to focus on producing their dissertation.

Structure of the Examination: The doctoral candidacy examination is a single examination consisting of two portions: written and oral, which are both adjudicated by the Advisory/Examination Committee. The student's advisor acts as chair of the Candidacy Examination and is responsible for coordinating and conducting both the written and oral portions.

3.11.1 Timing and Initiating the Examination

General requirements for the timing of the candidacy examination are in Graduate School Handbook [section 7.3](#). ENRGP students may not take the examination until all coursework on the Curriculum Plan (excluding ENR 8998) is completed, but otherwise the candidacy examination may be scheduled at any time thought appropriate by the student and his or her Advisory/Examination Committee.

In exceptional circumstances students may, with their advisor's and committee's demonstrated support, submit a petition to take their Candidacy Exam before all coursework has been completed. A detailed, clear rationale and justification must be provided along with evidence of their committee's approval.

3.11.2 Written Portion Procedures

"Graduate School Handbook [section 7.4](#) provides minimum standards for the written portion. The ENRGP Graduate Studies Committee places the following additional standards:

- 1) The exact format of the written portion shall be determined by the Advisory/Examination Committee. However, it is strongly suggested that the examination addresses research plans or activities specifically related to the students' planned dissertation work.
- 2) Examples of the format of the examination include:
 - A. A traditional, closed- or open-book exam with one or more questions set and evaluated by each committee member
 - B. Development of a novel research proposal, which may be formatted according to the requirements of a relevant federal funding agency (e.g. NSF, NIFA, NIH, EPA)
- 3) The advisor is responsible for coordinating the written examination. Once the written examination has been scheduled, the advisor must report the details of format, schedule, and evaluation procedure in writing to the Graduate Studies Committee no later than two weeks prior to the beginning of the written portion."

3.11.3 Oral Portion Procedures

The oral portion of the Candidacy Examination is held after the written portion. In-person exams must take place during announced university business hours, Monday through Friday on either the Columbus or Wooster campus. Graduate School Handbook [section 7.5](#) explains all procedures relating to attendance and format of the oral portion, including the maximum duration of the examination.

All PhD candidacy oral examinations may be completed via video conferencing but must adhere to the Graduate School's guidelines ([Appendix B of the Graduate School Handbook](#)).

Scheduling the oral portion: Graduate School Handbook [section 7.5](#) specifies the timing and approval process for the oral portion: it must take place within one month of the end of the written portion, and students must get approval to begin the oral portion no later than two weeks before the scheduled date.

3.11.4 Result of the Candidacy Examination

The Graduate School requires that each committee member submit a decision on the Report on Candidacy Examination through [gradforms.osu.edu](#) within 24 hours of the conclusion of the oral portion. See Graduate School Handbook [section 7.6](#) for information on the implications of satisfactory and unsatisfactory performance, second candidacy examinations, and appeals for review.

3.11.5 Admittance to and maintaining candidacy

Students in good standing following the satisfactory completion of their candidacy examination are admitted to candidacy for the doctoral degree at the end of that semester or summer term. This is also referred to as being "post-candidacy" or, colloquially, as "ABD" (All But Dissertation). Candidacy signifies that the student is judged to be prepared to undertake work on the dissertation.

Doctoral students and advisors must familiarize themselves with the candidacy policies in [section 7.7](#) of the Graduate School Handbook, especially enrollment requirements and the candidacy time limit. Section 8 of this handbook ("Registration and Enrollment") contains information about registration requirements in candidacy.

3.12 Planning for graduation

3.12.1 Application to Graduate

Students must apply to graduate at the start of any semester or summer term in which they expect to begin the final oral examination or submit the final document so that the proper graduation workflows may begin and staff in ENRGP and the Graduate School may audit the student's eligibility for graduation, including completion of all degree progress deadlines prior to that point.

Students must submit an [Application to Graduate](#) form through [gradforms.osu.edu](#) by the published deadline for the expected semester of graduation.

See the [Graduation](#) chapter of this handbook for further guidance on graduation planning.

3.12.2 End-of-Semester completion

A student who does not meet published [graduation deadlines](#) but who does complete all degree requirements by the last business day prior to the first day of classes for the following semester may graduate the following semester without registering or paying fees. Students must have applied to graduate and requested this end of semester option through [gradforms.osu.edu](#) and notified the SENR graduate office and the Graduate School.

3.13 Exit Seminar and final oral examination

Progress on the thesis or dissertation culminates in a **final oral examination**, commonly referred to as a "defense" (e.g. "defending your thesis/dissertation").

Each student's Advisory/Examination Committee will conduct a final oral examination that centers on, but is not necessarily restricted

to, the thesis/dissertation research. To be able to take the final examination, students must be enrolled during the term in a sufficient number of graduate credit hours.

3.13.1 Exit Seminar

ENRGP requires that MS and PhD students present a public Exit Seminar immediately prior to the start of the closed final oral examination. The Exit Seminar is open to any faculty member, staff, students, and other guests interested in attending. The seminar will include an overview of the thesis/dissertation presented by the student and questions from the general audience. This is not considered part of the final examination for the purposes of determining success in the examination.

Once the Exit Seminar concludes, all attendees other than the student and the Advisory/Examination Committee shall leave, and the final oral examination shall begin immediately.

MS: The 30-minute Exit Seminar is composed of a 20-minute seminar followed by up to 10 minutes of questions from the audience.

PhD: The seminar shall last between 30-60 minutes. All members of the Advisory/Examination Committee should be present for the full seminar and question period. The [Graduate Faculty Representative](#) should be invited, but is not required, to attend the Exit Seminar.

3.13.2 Scheduling the Exit Seminar and final oral examination.

It is the responsibility of the student to schedule the final oral examination. **Students are advised to choose a date and reserve a room for the seminar and examination at the beginning of the term** to ensure that all committee members can attend at the required time and a proper

room is available. The deadline to hold the final examination is published on [the Graduate School website](#).

No later than two weeks prior to the scheduled date, the student must submit the completed [Exit Seminar form](#) to the SENR graduate program office. This form shall have a brief description of the research compelling to those outside of your discipline. The school will produce a flier advertising the seminar and display it on the Kottman Hall monitors. The student is responsible for posting any physical fliers in visible areas of Kottman Hall and sending them to other departments.

In-person examinations must take place during announced university business hours, Monday through Friday on either the Columbus or Wooster campuses. All final oral examinations may be completed via video conferencing but must adhere to the Graduate School's guidelines ([Appendix B of the Graduate School Handbook](#)).

Once the examination has begun, it must continue to a voting conclusion.

MS-specific scheduling requirements

1. Students must submit a completed, typed thesis draft to the Advisory/Examination Committee for review no fewer than **two weeks prior** to the date of the final oral examination.
2. Each Advisory/Examination Committee member indicates approval of the thesis draft by signing the Thesis Draft Approval/Notification of Final Master's Examination form.
 - a. Approval of the thesis draft indicates that it is of sufficient quality and completeness (e.g., no unfinished chapters or sections) to warrant holding the final oral

examination.

PhD-specific Scheduling requirements

The following steps must have been completed to receive permission to advance to the final examination.:

1) Approval for dissertation draft

- **At least three weeks in advance:** The student submits an [Application for Final Examination](#) in GradForms, which notifies the Advisory/Examination Committee members and **must be approved at least two weeks prior to the date of the final oral examination.**
- **At least three weeks in advance** of the Final Oral Examination, the student must submit a completed, typed dissertation draft to the Graduate Program Coordinator and to the Advisory/Examination Committee. This is to ensure that the committee has sufficient time to review the draft before approving it.
- The committee members report their decision on whether to approve proceeding to the Final Oral Examination by submitting their response on the Application for Final Examination **no later than two weeks before the date of the examination.** Approval of the dissertation draft indicates that the members of the Advisory/Examination Committee judge it to be a complete document (e.g. no unfinished chapters or sections) and of sufficient quality to warrant holding the final oral examination.

2) Appoint Graduate Faculty Representative

- The Graduate School will appoint a Graduate Faculty Representative to be a voting member of the final oral examination committee. The timing and

role of the GFR is explained in Graduate School Handbook [section 7.9](#).

3.13.3 Attendance, modality, and structure

The advisor will chair the exit seminar and oral examination. During the oral examination, all Advisory/Examination Committee members must be present, and no other attendees may be present. If any members of the Advisory/Examination Committee cannot be physically present, then students must ensure that all Graduate School requirements are met for video conferencing, including submitting a petition if necessary. Full guidelines are in [Appendix B of the Graduate School Handbook](#).

The duration of the final oral examination shall not exceed two hours. The Exit Seminar is not part of the final oral examination and is not counted toward this maximum duration.

3.13.4 Conclusion and results

The conclusion of the final oral examination must follow the policies in [Graduate School handbook section 6.3](#). (MS) or [section 7.10](#) (PhD). All members of the student's Advisory/Examination Committee shall vote, and the vote in favor of passing the student must be unanimous.

Unsuccessful defense

The Graduate School Handbook outlines the procedure by which a second attempt may be requested or an appeal may be submitted.

If a second final oral examination is approved, then the Exit Seminar does not need to be repeated.

Students who do not pass a second final oral examination shall be denied further registration in ENRGP, per Graduate School policy.

3.14 Submitting your final document

3.14.1 Dissertation format review

- The student must submit the complete, typed dissertation draft to the Graduate School for format review, per Graduate School Handbook [section 7.8](#). The dissertation must conform to Graduate School format requirements as described [here](#).
- The involvement of the Graduate School in dissertation preparation is limited to standardizing the format and arrangement of content. Specific content matters are handled between the student and the advisor. For more information on format review is available [here](#).

3.14.2 Final thesis submission:

Students are required to submit their final, approved documents through [OhioLINK](#) as a PDF. Documents submitted to OhioLINK are made available to the public shortly after submission. Students may apply to defer public availability. Information about how to submit a thesis, and request a delay in release, are contained [here](#).

3.15 Specialization details

This section provides the curricular requirements of formal academic specializations available to MS and PhD students in ENRGP. These specializations are not required for degree completion. These specializations can be formally designated as part of the student's record and appear on the transcript if the student completes the curricular requirements and notifies the program office of their intention to pursue the specialization, which may be done when

submitting the Curriculum Plan or at any time prior to the final term of enrollment.

All specialization requirements are in addition to the general degree requirements.

As of the 2024-2025 academic year, the following specializations are available:

- Environmental Social Sciences
- Rural and Environmental Sociology

Students admitted prior to autumn semester 2024 may declare one of the following specializations that are currently inactive; curricular requirements may be found in previous versions of the program handbook available through the program office.

3.15.1 Specialization in Environmental Social Sciences

A productive society is marked by its harmony with a sustainable and healthy environment: Changing climate, energy policies, global food and water distribution, economic and social development to conserve habitat and biodiversity. In this world of unprecedented environmental challenges, the common core is inextricably linked to human values. Within the Environmental Social Sciences (ESS) graduate specialization, students learn how to build scientific understanding of these issues, identify potential responses and evaluate their consequences, and ultimately, decide how and when to take action. Students work with faculty who study how people value and use the environment and natural resources, make decisions about, and design policies to address environmental and natural resources issues.

Affiliated faculty members

- Kerry Ard
- Ramiro Berardo
- Jeremy Brooks

- Jeremy Bruskotter
- Alia Dietsch
- Jeffrey Jacquet
- Matthew Hamilton
- Shoshanah Inwood
- Kristi Lekies
- Sayeed Mehmood
- Jeff Sharp
- Nicole Sintov
- Robyn Wilson

MS and PhD requirements: Complete the categories below.

- ESS core: Take both courses:
 - ENR 6400, Theories in Environmental Social Sciences (3 credits)
 - ENR 6510 Research Design for the Environmental Social Sciences (3 credits)
- ESS electives: Take elective courses relevant to environmental social sciences equaling at least 4 credits. An inexhaustive list of eligible electives is below. For courses not listed, contact the program office to determine whether a course has been pre-approved or requires a petition.

ENR 5451	Water Policy and Governance, 3 credits
ENR 5640	Natural Resources Program Planning, 3 credits
ENR 5649	Wildlife Conservation and Policy, 3 credits
ENR 7380	Climate and Society, 3 credits
ENR 7400	Communicating Environmental Risk, 2 credits
ENR 7500	Resolving Social Conflict, 3 credits

ENR 7520	Environmental Science and Law, 3 credits
ENR 7150	Advanced Environment, Risk and Decision Making, 3 credits

3.15.2 Specialization in Rural and Environmental Sociology

Rural and Environmental Sociology issues span the globe both internationally and domestically. Rural and Environmental Sociologists engage in basic and applied sociological research related to the core discipline as well as meaningfully contribute to multidisciplinary research across a range of environmental, food, agricultural, community and development matters. Rural Sociology research focuses on environmental well-being, sustainable development of natural resources, social and community quality of life, and diffusion and impacts of technologies. Doctoral students can select from two tracks: Agriculture and the environment, or social change and development. Rural Sociology faculty maintain ties to Ohio State University Extension (OSUE) and the Ohio Agricultural Research and Development Center (OARDC), and form part of a larger cluster of social science faculty within SENR.

Affiliated faculty members

- Kerry Ard
- Shoshanah Inwood
- Douglas Jackson-Smith
- Jeffrey Jacquet
- Kristi Lekies
- Jeff Sharp

MS requirements

- 6 semester credits in Sociological Theory*
- 3 semester credits in Research Methodology*

- 9 semester credits in Rural Sociology Electives

Course list

- Sociological Theory: Take at least 6 credits from these courses*:
 - RURLSOC 7600 Concepts and Theories in Rural Sociology, 3 credits
 - SOCIOL 6582 Sociological Theory, 3 credits
 - SOCIOL 8547 Theories of Social Change, 3 credits
- Research Methodology: Take at least one*:
 - SOCIOL 6649 Intro to Quantitative Research/Multiple Regression, 3 credits
 - SOCIOL 6655 Sociological Research Methods, 3 credits
- Rural Sociology Electives: Take 9 credits from:
 - ENR 5600 Sustainable Agricultural and Food Systems, 3 credits
 - ENR 8890.07 Rural Sociology Seminar, 1-12 credits
 - RURLSOC 5500 Diffusion of Innovations, 3 credits
 - RURLSOC 5520 Amish Society, 3 credits
 - RURLSOC 5530** Sociology of Agriculture and Food Systems, 3 credits
 - RURLSOC 5540 Population, Place and Environment, 3 credits
 - RURLSOC 5580 Social Impact Assessment, 3 credits

- RURLSOC 6500** Rural Poverty, 3 credits
- RURLSOC 7550*** Rural Community Development in Theory and Practice, 3 credits
- RURLSOC 7560** Environmental Sociology, 3 credits
- RURLSOC 8500*** Development Sociology in Theory and Practice, 3 credits

** Students are strongly encouraged to take additional courses in theory and research methods*

*** Required course within Agriculture and Environment focus*

**** Required course within Social Change and Development focus*

PhD requirements

The specialization comprises at least 60 credits across all of the categories below:

- 12 semester credits in Sociological Theory*
- 12 semester credits in Research Methodology*
- 12 semester credits in Rural Sociology
- 12 semester credits in Rural Sociology (2nd field)
- 12 semester credits in Rural Sociology (3rd field)

Course list:

- Required (toward Sociological Theory)
 - SOCIOL 6582 or Sociological Theory, 3 credits
 - SOCIOL 8547 Theories of Social Change, 3 credits

- 9 semester other sociological theory courses approved by committee
 - Required (toward Research Methodology)
 - SOCIOL 6649 or Intro to Quantitative Research/Multiple Regression, 3 credits
 - 9 semester other sociological methods courses approved by committee – choose from the following or those approved by the advisory committee:
 - SOCIOL 6655 Sociological Research Methods, 3 credits
 - SOCIOL 6608 Qualitative Methods in Sociology, 3 credits
 - SOCIOL 8607 Causal Modeling, 3 credits
 - SOCIOL 7652 Sociological Survey Research Methods, 3 credits
 - Required (towards Rural Sociology)
 - RURLSOC 7600 Concepts and Theories in Rural Sociology, 3 credits
 - 9 semester other rural sociology chosen from the following or approved by committee:
 - ENR 5600 Sustainable Agricultural and Food Systems, 3 credits
 - ENR 8890.07 Rural Sociology Seminar, 1-12 credits
 - RURLSOC 5500 Diffusion of Innovations, 3 credits
 - RURLSOC 5520 Amish Society, 3 credits
 - RURLSOC 5530** Sociology of Agriculture and Food Systems, 3 credits
 - RURLSOC 5540 Population, Place and Environment, 3 credits
 - RURLSOC 5580 Social Impact Assessment, 3 credits
 - RURLSOC 6500** Rural Poverty, 3 credits
 - RURLSOC 7550*** Rural Community Development in Theory and Practice, 3 credits
 - RURLSOC 7560** Environmental Sociology, 3 credits
 - RURLSOC 8500*** Development Sociology in Theory and Practice, 3 credits
- * Students are strongly encouraged to take additional courses in theory and research methods*
- ** Required course within Agriculture and Environment focus*
- *** Required course within Social Change and Development focus*
- 2nd/3rd field:** The student's second field will be either The Sociology of Agriculture/Natural Resources or Social Change/Development. The third field may be either the remaining field or an individualized field (see below). Bold courses are required as part of the chosen field.
- Sociology of Agriculture / Natural Resources
 - **RURLSOC 7560* Environmental Sociology, 3 credits**
 - **RURLSOC 5530* Sociology of Agriculture and Food Systems, 3 credits**
 - RURLSOC 6500* Rural Poverty, 3 credits
 - Social Change / Development

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- RURLSOC 8500** Development Sociology in Theory and Practice, 3 credits
- RURLSOC 6550** The Change Agent, 3 credits
- RURLSOC 7550** Rural Community Development in Theory and Practice, 3 credits
- Additional courses selected below or otherwise as approved by advisor
 - ENR 5600 Sustainable Agricultural and Food Systems, 3 credits
 - ENR 8890.07 Rural Sociology Seminar, 1-12 credits
 - RURLSOC 5500 Diffusion of Innovations, 3 credits
 - RURLSOC 5520 Amish Society, 3 credits
 - RURLSOC 5540 Population, Place and Environment, 3 credits
 - RURLSOC 5570 Women in Rural Society, 3 credits
 - RURLSOC 5580 Social Impact Assessment, 3 credits
- Rural Sociology (individualized field)
 - Requirements for this field will be decided by the student in consultation with advisor. This field may represent a social science area, an area related to the student's dissertation work, or the remaining specialization in Rural Sociology.

*** Required course within Social Change and Development focus*

Additional courses selected as approved by advisor

** Required course within Agriculture and Environment focus*

4 Master of Environment and Natural Resources (MENR)

4.1 Intended degree outcomes

The Master of Environment and Natural Resources is an applied professional Master degree. Students in the MENR program will extend their breadth and depth of knowledge and expertise in environmental and natural resource science and management, improve their professional skills, enhance their professional networks, and gain additional experience with professional practice.

4.2 MENR degree requirements

A minimum total of 36 credits are required for the award of the MENR degree. Students must meet all of the following requirements:

4.2.1 *Core Courses (12 credits)*

All MENR students must complete the following:

- **ENR 7520** Environmental Science and Law (3 credits)
- **ENR 6100** Advanced Principles of Environmental Science (3 credits)
- **ENR 5210** US Environmental Impact Assessment (3 credits)
- **ENR/RURLSOC XXXX**: one course covering the human dimensions of environmental issues (5000 level or above; 3 credits)

4.2.2 *Professional Development Courses (5 credits)*

- **ENR 7981** MENR Seminar (1 credit, repeatable up to 4 credits): Students must enroll in 7981 for a minimum of two terms. This course provides opportunities to build knowledge and

grow the student's professional network.

- **ENR 7191** MENR Internship (3 credits). Students will spend a minimum of 120 hours throughout the semester engaged in an experiential internship opportunity. This experience must be in a relevant work environment and be approved by the MENR Director. Students may use a paid or unpaid experience to fulfill this requirement. Students currently working in the field may count their current employment as their internship experience with written approval from their employer and the MENR Director.

4.2.3 *Elective Courses (19 credits)*

In consultation with the MENR Program Manager and the MENR Director, students must select courses within their field of study that best support their areas of interest, professional goals, and objectives. Students are encouraged to take ENR classes but may also include graduate level courses in other departments, if these courses relate directly to their field of study and support a student's professional goals. Six hours of electives must be skills courses, selected in consultation with the MENR Director and MENR Program Manager. These courses should help develop skills needed to succeed in the student's chosen field and will have direct applicability to a student's career goals.

4.3 Curriculum Plan

The Curriculum Plan form is an official document that stipulates the course work intended to satisfy the program requirements. Students must meet with the MENR Program Manager and MENR Director for review and approval of the Curriculum Plan. The plan will

be reviewed and signed by the MENR Director and the GSC Chair.

Revisions to the Curriculum Plan must be approved by the MENR Director and the Graduate Studies Committee.

Deadline: A Curriculum Plan form should be submitted for official review by the 12th week of a student's first term in the program.

4.4 Preparing for graduation

MENR students must apply to graduate in the semester or summer term in which they intend to complete the last of their degree requirements.

See the [Graduation](#) chapter of this handbook for further guidance on graduation planning.

5 Joint Degrees

Dual degrees allow students to simultaneously pursue two degree programs under the purview of the Ohio State University Graduate School and share credits between them.

Combined degrees, in which MENR students simultaneously pursue a post-baccalaureate degree that is not under the purview of the Graduate School, also exist.

Students wishing to pursue a dual degree program must apply and be admitted to both graduate programs through the normal process. Additionally, either before or after the student is admitted to the second program, all applicants must complete the Dual Degree Program Plan Approval form on GradForms and submit it to the ENRGP Office and the second degree's Graduate Studies Committee Chair.

Students admitted to the Environment and Natural Resources Graduate Program may subsequently pursue admission to the second program shortly after they matriculate to their primary program. All regular admission procedures and criteria. Students should consult with the graduate program contact for that degree.

5.1 MENR joint degree opportunities

The following formal dual degree plans exist for the MENR:

- Master of Public Administration (MPA) with the John Glenn College of Public Affairs.
- Master of City and Regional Planning (MCRP) with the Knowlton School of Architecture.
- Master of Business Administration (MBA) with the Fisher College of Business.

The MENR and the Juris Doctorate (JD) with the Moritz College of Law is a natural opportunity for a combined degree. Other combined degree options may be considered.

Students interested in pursuing a dual or combined degree should consult with academic advisors in each program

6 Minors and Certificates

6.1 Graduate minors

The Environment and Natural Resources Graduate Program offers graduate minors in three areas. These minors are available to current Ohio State graduate students outside of the Environment and Natural Resources Graduate Program.

- 1) **Environment and Natural Resources:** for students in other programs who wish to gain expertise in contemporary natural and human dimensions of environmental and sustainability issues. *Students who are studying in the Environmental Science Graduate Program with SENR as their home unit are recommended to register for the ENR Minor.*
- 2) **Rural and Environmental Sociology:** for students who wish to improve their substantive knowledge of rural sociological theory, empirical research, processes of social change, and the range of problems confronted by residents of small towns, suburbs, and rural areas in the U.S. and abroad.
- 3) **Soil Science:** for students majoring in agriculture for whom research or career goals decision-making require a basic understanding of soils. Also, for students who would like to understand the fate of chemicals and waste products in environmental systems or who wish to understand links between soils and the climate system.

Eligibility: Any degree-seeking graduate student who is **not** enrolled in the ENRGP at Ohio State may pursue one of the minors. Further details and information on the application procedure can be found at

<https://senr.osu.edu/graduate/minors>

6.2 Graduate certificates

The Environment and Natural Resources Graduate Program offers a 12-credit fully online, asynchronous Graduate [Certificate in Environmental Assessment](#).

Eligibility: The following populations are intended for this program:

- Students enrolled in ENRGP
- Students enrolled in any other graduate program at Ohio State
- Students not enrolled at Ohio State who wish to complete the certificate as a stand-alone qualification.

Applicants must have a bachelor's degree. Further details and the application procedure can be found on the [Certificate in Environmental Assessment website](#).

7 Registration Expectations

All graduate students are subject to the registration policies and procedures explained in [section 3 of the Graduate School Handbook](#). ENRGP has additional standards for its students depending on degree.

7.1 How and when to register

Students are expected to register each semester that they are engaged in coursework, working on their MS thesis or PhD dissertation, or taking any part of an examination.

Registration instructions and minimum/maximum course load based on student status are available [here](#). Registration deadlines for each term are available on the website of the University Registrar: <https://registrar.osu.edu/>

Students who have trouble registering should ensure that they have no registration holds shown on their Buckeye Link, which will explain any action that must be taken or the office to contact to release the hold. For assistance with registration and scheduling, contact:

- Graduate School Registration Services: <https://gradsch.osu.edu/contact>
- The SENR office.

7.2 Course load

Students should discuss their scheduling plans with their advisors, especially if they plan to take courses not on their Curriculum Plan. Graduate students may take courses not on their Curriculum Plan.

7.2.1 *Minimum enrollment*

Students are responsible for knowing their minimum course load, which varies based on students' status and the academic term. Course load requirements are available [here](#). For

questions about course load, please contact the Graduate Program Coordinator

Normal enrollment levels:

- For MS and pre-candidacy doctoral PhD students, a normal full-time course load per semester is seminar, two or three graduate-level classes (although more may be taken if desired), and an appropriate number of research credits until all courses on the Curriculum Plan are complete, after which the student will only enroll in research credits and seminar. When determining an appropriate number of research credits, consider the guidance in [section 7.3](#).
- Post-candidacy PhD students may enroll in at least 3 credits to meet full-time eligibility requirements, but the guidance on number of research credits ([section 7.3](#)) still applies.
- For MENR students, those wishing to graduate in two years typically take three or four graduate-level courses per semester and complete their internship mid-way through the program. For part-time students, such as in-career students, one to two courses per semester on average is more common.

7.2.2 *Conditionally admitted students*

The Graduate School and ENRGP recommend that students admitted conditionally (see "Admissions and Transfer" in this handbook and Graduate School Handbook [section 2.4](#)) not enroll in more than 9 credit hours of coursework per autumn or spring semester.

7.2.3 *Graduate associates and fellows*

Students on a graduate associateship or fellowship must be enrolled in at least the minimum graduate credit hours per the Graduate School's requirements ([section 3.1](#) of

the Graduate School Handbook). Minimum registration must be met before the fee payment deadline for that term, or else the funds for tuition payment will not be disbursed on time, and the student will be responsible for a late payment fee. Students who fall below the minimum registration requirements after their appointment period begins will become ineligible to maintain their appointment and funding benefits and may be responsible for unpaid tuition.

7.2.4 Post-candidacy doctoral students

Post-candidacy students are subject to the Graduate School's continuous enrollment requirement ([Graduate School Handbook section 7.7](#)).

7.3 Research credit

Research credit (ENR 8998) reflects time spent by a graduate student pursuing thesis/dissertation research and time invested by faculty members in supervising such research. Therefore, students who in any semester or summer term are spending time on their thesis/dissertation research should register for appropriate numbers of ENR 8998 credits. Students and their advisors shall work together to determine the appropriate number of credits to enroll in based on the following guidance.

7.3.1 Research credit enrollment guidelines

Based on the university bylaws approved on 6/22/2012, "one credit hour shall be assigned for each two consecutive hours of practical or experimental work per week." Students and advisors should determine an appropriate work expectation for the academic term, considering average weekly time to be spent on thesis/dissertation-related work, including committee meetings, literature review, data

collection, writing, etc.

Because the work done by graduate research associates generally overlaps with their individual thesis/dissertation projects, more care will need to be taken to ensure that the overall time commitment is reasonable.

7.4 Non-enrollment and reactivation

Students who do not register for a semester are not automatically assigned an enrollment appointment for the following term. To re-register after a period of non-enrollment, students must contact Registration Services in the Graduate School and request to be reactivated.

Students who wish to go on a prolonged leave of absence from enrollment in a graduate program may contact Registration Services in the Graduate School so that the student is taken off the list of enrolled students in that program. This should be discussed with the student's advisor beforehand and the SENR graduate program office should be notified. Students can contact Registration Services by sending an email to grad-schoolregistrationservices@osu.edu.

8 Graduation

Students are responsible for being aware of and meeting all university, Graduate School, and Environment and Natural Resources Graduate Program requirements and deadlines.

8.1 Application to Graduate

Students must complete all requirements for their degree program to be eligible to graduate. The requirements for each degree are explained in the sections above.

On the Application to Graduate, students must list all members of their final examination committee, including any external committee members who are approved to serve on the committee.

MENR Students: Select “Master’s - Course-based” as your graduation type. Choose MENR Director as your advisor. Do not list any committee members.

MS and PhD Students: Select “Master’s - thesis” or “Doctoral” for your graduation type. List your advisor (including a co-advisor, if applicable) and all members of your Advisory/Examination Committee who will participate in your final oral examination.

8.1.1 Specialization or option designation

Students who are eligible to have a graduate specialization or option noted on their transcript should contact the program office no later than the time that they submit their Application to Graduate to ensure that they have completed all requirements for the specialization and that it will be recorded on their student record for the transcript designation.

8.2 Graduation deadlines

Students must apply to graduate at the beginning of the term in which they expect to complete the final examination. Failure to do so may delay graduation by one or more terms. Graduation procedures and minimum eligibility requirements are included in Graduate School Handbook sections [6.5](#) and [6.6](#) for master’s degree students and [7.12](#) and [7.13](#) for doctoral students.

Students who do not meet the deadlines to graduate in the term for which they applied to graduate but who can complete all degree requirements, including submission of the MS thesis or PhD dissertation, by the last business day prior to the first day of classes for the following term may pursue End of Semester graduation per Graduate School Handbook sections [6.5](#) and [7.12](#).

9 Academic and Progress Standards

Students are responsible for being aware of and meeting all university, Graduate School, and Environment and Natural Resources Graduate Program requirements and deadlines.

9.1 Good standing and reasonable progress

Students will be considered to be in **good standing** as long as they maintain “reasonable progress” as defined by ENRGP and meet the other conditions explained in Graduate School Handbook [section 5.1](#).

The Graduate School’s standards for **reasonable progress** are explained in Graduate School Handbook [section 5.4](#). ENRGP will follow the procedures explained in the Graduate School Handbook if a student fails to make reasonable progress, which include warnings and may lead to denial of further registration.

ENRGP defines “reasonable progress” for its students as the following:

- continuous enrollment (2 semesters/summer terms out of every 3).
- meets the requirements and deadlines established for the degree program.
- meets the expectations of the Advisory/Examination Committee.

9.1.1 *Failure to maintain continuous enrollment*

Early during the second semester in which the student is NOT in continuous enrollment, the chair of the Graduate Studies Committee will send a letter informing the student that “reasonable progress” may be maintained if, and only if, the student:

1. Maintains frequent and effective communication with their advisor;
2. Demonstrates to the Graduate Studies Committee that progress is being made toward their degree;
3. Keeps the School of Environment and Natural Resources informed of their current mailing address through the Academic Center on Buckeye Link and responds promptly to written and email correspondence;
4. Complies with all relevant deadlines for completion of the master’s examination, candidacy examination, and/or doctoral final oral examination; and
5. Files reports of progress with their advisor and the Graduate Studies Committee.

Failure to satisfy these conditions will, after 18 months of continuous non-enrollment, be considered evidence of “failure to maintain reasonable progress,” and the Graduate Studies Committee may recommend to the Graduate School that the student be denied further registration in the program. If such action is taken, the student may reenter the program only by submitting a written letter of petition to the Graduate Studies Committee.

9.2 Degree time limits

9.2.1 *Standard full-time degree completion*

The standard time to degree completion for each degree is listed in the previous section covering that degree.

9.2.2 *Deviations from normal completion timelines*

Students may enroll in any ENRGP degree programs on a part-time basis or otherwise take longer than usual to complete their degrees as long as they continue to make reasonable

progress or have approved leaves of absence. However, some time limits apply regardless of a student's enrollment status or reasonable progress.

5-year Rule: ENRGP puts a time limit of five years on courses that may be used to satisfy degree requirements, regardless of whether the student is enrolled full- or part-time or takes a leave of absence during that time. Requests for exceptions to this rule shall be considered as petitions to the Graduate Studies Committee.

- MS and MENR: Only courses taken within 5 years of applying to graduate shall be accepted.
- PhD: Only courses taken within 5 years of the term in which the candidacy exam begins shall be accepted. The Graduate School's time limit on candidacy applies post-candidacy (see [section 7.7](#) in the Graduate School Handbook).

10 Exceptions, Grievances, and Appeals

10.1 Exceptions to Degree Requirements

Current students who wish to submit a petition for an exception to a rule established by the Graduate School Handbook or ENRGP Handbook may do so by one of these two ways.

For an exception to a **Graduate School rule**, students should confer with the ENRGP Graduate Studies Office. Depending on the nature of the exception requested, the petition may require a form submitted through the GradForms website, in which case each signer will be notified automatically and which will require approval by the ENRGP Graduate Studies Committee Chair and the appropriate Graduate School approver, or a written petition submitted on the student's behalf by the ENRGP Graduate Studies Committee Chair by email to the appropriate Graduate School office.

For an exception to an **ENRGP rule**, students should submit the graduate student petition form available on <https://senr.osu.edu/forms>. MS and PhD students shall include their faculty advisor as a signer on the petition and should refer to the handbook section detailing the rule in question to see whether any other signers are required, such as the other members of the student's Advisory/Examination Committee. The petition will be reviewed by the ENRGP Graduate Studies Committee Chair and may require a vote by the full Graduate Studies Committee: regardless of the outcome, the student will be notified once a decision has been made.

10.2 Initial informal complaints procedures

Should any graduate student, advisor or supervisor of a graduate student have a complaint, a thorough attempt should normally be made to resolve the problem through informal discussions. The relevant parties are strongly encouraged to seek independent arbitration of the situation by contacting the ENRGP Office or the Graduate Studies Committee Chair. The GSC Chair is available to provide mentoring, support and advice to faculty and students regarding difficulties faced during research and academic coursework. All initial discussions will be handled confidentially.

In accordance with university policy, **complaints of harassment, sexual or otherwise are directed to the appropriate offices** authorized to address them. Complaints involving discrimination, harassment or sexual misconduct are reported to the [Office of Institutional Equity](#). The program office and/or GSC Chair will direct the complainant to additional College or University support services as appropriate to the situation.

10.3 ENRGP formal grievance procedure

If a problem remains after exhausting the informal discussions, or the complainant does not feel comfortable with the informal arbitration process, the complainant may file a grievance with the Graduate Studies Program. The complainant should do this by submitting a statement to the Graduate Studies Committee Chair describing the grievance. The following process will then apply:

- The Graduate Studies Committee will then serve as the Graduate Studies Grievance Committee. members of the Graduate

Studies Committee directly involved in the case will be disqualified from sitting on the panel for that specific case. In such circumstances, the Director of the School of Environment and Natural Resources will designate an alternate, when possible from the same area of expertise as the disqualified member

- The Graduate Studies Committee Chair will be the Graduate Studies Grievance Committee Chair unless personally involved, in which case the GSC Chair will be excluded from all deliberations on the matter and the Graduate Studies Grievance Committee will select a chair from among its remaining faculty members.
- Student members will continue to serve as voting members of any grievance hearing and vote as prescribed for members of the Graduate Studies Committee.
- The Graduate Studies Grievance Committee chair will set a hearing date not later than two weeks after the grievance statement is received.
- All parties involved will be notified in writing of both the nature of the grievance and the date of the hearing.
- At least 72 hours prior to a hearing, the Graduate Studies Grievance Committee chair will provide the following to all parties involved:
 - Written statement of the particular grievance
 - Written notification of the time and place of the hearing
 - Documents relevant to the grievance hearing
- Each party will appear in person to present their case. Each party is entitled to active representation by counsel and may call witnesses in their behalf.
- All parties will be entitled to an expeditious hearing. In emergency situations, as agreed

upon after case review by the Graduate Studies Committee, hearings will be as immediate as possible.

- The final decision of the Grievance Committee will be reported in writing to the parties involved and the Director of the School of Environment and Natural Resources not later than two weeks after the hearing. This report will detail the grievance and the subsequent findings, including a finding of either:
 1. **No Probable Cause:** There having been established no probable cause to credit the grievance
 2. **Probable Cause:** There having been established probable cause to credit the grievance.
- The Director of the School of Environment and Natural Resources will direct the implementation of the resolution stipulated by the Graduate Studies Grievance Committee.

10.3.1 Appeals of decisions

Any appeal statement should be filed with the Director of the School of Environment and Natural Resources, the Graduate Studies Grievance Committee Chair, and the Graduate School not later than two weeks following the issuance of the decision of the Graduate Studies Grievance Committee. The appeal hearing will then be conducted in accordance with the rules and procedures of the Graduate School (Graduate School Handbook Appendix D).

10.4 Graduate School grievance procedures

Registering a formal grievance with the ENRGP as above does not preclude complainants from submitting a grievance to the Graduate School. Procedures for this are described in Appendix D of the Graduate School Handbook.

10.5 Ombuds Services

The graduate and professional student (GPS) ombuds is an independent, confidential, impartial, and informal resource for all faculty, graduate and professional students for resolving issues and conflicts, and for exploring options and making important decisions.

Further details and contact information can be found on the Ombuds website:

<https://ombuds.osu.edu>

10.6 Publication authorship disputes

In cases where an ENRGP student raises a dispute over inclusion on a publication or presentation, the school will follow the dispute resolution procedures described in the Research Data Policy available here:

<http://orc.osu.edu/files/ResearchDataPolicy.pdf>

In accordance with the Research Data Policy, the Graduate Studies Committee Chair will be the first point of contact for such disputes that cannot be reconciled between the authors brought by ENRGP students: further appeals would be addressed to the Director of the School of Environment and Natural Resources and then the Dean of the College of Food, Agricultural, and Environmental Sciences.

11 Graduate Associate Working Practices

This section explains the policies applicable to graduate associates hired by the School of Environment and Natural Resources.

11.1 Working days

Graduate associates appointed for the academic year are expected to be available for duty beginning the Monday of the week classes begin until the end of the day grades are due that semester. During this time, students are expected to work on average an amount of time commensurate with their appointment rate (e.g., a regular 50% FTE appointment would require the student to work around 20 hours per week).

Graduate associates will receive all legal holidays as identified in the university calendar. Other arrangements can be made for special religious days not recognized by the calendar by consulting with the immediate supervisor and the associate director. Additional rescheduling of workload may be accomplished by consulting in a timely manner with the immediate supervisor and the associate director.

11.2 Leaves of absence and resignation

Students are eligible for paid leaves of absence to attend to serious personal or family matters (see Graduate School Handbook, [sections 9](#) and [Appendix E](#)) and complete the Short-Term Absences and Leaves of Absence - Request for Leave form (on the Graduate School website). Such personal or family matters include: (1) serious illness of the student or an immediate family member; (2) death or impending death of an immediate family member; (3) parental leave and childcare responsibilities; and (4) other similar situations requiring intensive care or responsibilities on the part of the student.

If a GA needs to resign, a letter or email of resignation including the last day worked or to be worked must be submitted to the SENR graduate program coordinator and Associate Director if the Graduate associate is resigning before the contract time is over. GAs are expected to complete current term duties before the resignation becomes effective. Timely submission of such a resignation letter will ensure due processes are followed. Depending on the time of resignation and the desire of the student to continue coursework, tuition fees might be assessed by the University for which the student will be responsible. This is done in accordance with the "Important Dates posted" on the Registrar and Graduate School websites.

11.3 Concurrent external or internal appointments

11.3.1 *External employment*

Graduate associates on appointment at the 50 percent level or higher who are considering additional employment outside the university must consult their graduate advisor. A careful evaluation of the impact of the additional commitments on the student's academic progress, and on their GA responsibilities should be made. GAs are strongly discouraged from concurrent employment outside the University, since additional employment is likely to jeopardize academic performance and impede normal progress.

11.3.2 *Additional graduate associateship appointment*

Concurrent (or split) appointments run during the same time as the usual GA appointment whether both appointments are on SENR funds, funds administered by SENR, or funds unrelated to SENR. These appointments should be approved by the School Associate Director

before the GA commits to the project(s).

Occasionally, students will be asked to accept a combined teaching, research, or administrative duties or a teaching overload. Appointments for these extra duties will vary up to an additional 25 percent and require pre-approval from the Graduate School.

11.4 Performance, reappointments and terminations

Subsequent reappointments will be based on satisfactory performance of assigned duties, good standing and reasonable progress, availability of funds, and being in conformity with the rules of the Graduate School.

Academic probation: Students may not be appointed or reappointed to graduate associateships if they are on academic probation at the time the appointment becomes effective. A student holding a letter of appointment promising support for more than one semester may continue to hold the graduate associateship during the appointment period even if the student is on probation after the initial appointment semester only upon approval by the Graduate Studies Committee and the Graduate School (V.3, XII). Waiver of minimum eligibility requirements may be petitioned in writing and requires the approval of the Graduate Studies Committee and the Graduate School.

Termination: The conditions and procedures for terminating a GA appointment early are explained in Graduate School Handbook [section 9.2](#). The associate director will notify the student as soon as possible if a reappointment is not to be made and will indicate the reasons for the non-reappointment. In such cases, the student has two weeks to appeal the decision to the Director of the School of Environment and Natural Resources.

12 Scholarly and Academic Misconduct

12.1 Scholarly misconduct

Definition: Falsification of research, deliberate misuse of facilities and data, plagiarism, and abuse of confidentiality within the context of research are examples of scholarly misconduct. The context is understood to include but not be limited to: dissertation research, thesis research, and research pursued as part of a fellowship while employed as a graduate associate or while funded on any grant or contract.

Rules covering scholarly misconduct by graduate students have been developed by the University Research Committee in coordination with the Graduate Council and Graduate Studies. Students working as Graduate Research Associates on projects using state or federal resources should be extremely attentive to the ideals and ethical principles of their disciplines and never put themselves into compromising positions which later might call into question their ethics and potentially result in the ruination of their careers.

Accusations of “scholarly misconduct” by graduate students will be resolved according to the Guidelines for Review of Scholarly Misconduct by Graduate Students.

12.2 Academic misconduct

Definition: Includes but is not limited to cheating in a course(s) and on examinations, plagiarism in course work, violation of course rules, and the altering of course grades within the context of classroom and course work activities. Academic misconduct may occur in the following contexts: taking classes as a student, employment as a graduate teaching associate (including teaching classes and

grading tests/papers, etc.), and while completing the written section of Final Master’s and Candidacy Examinations.

Graduate associates are obliged to report formally all incidents of academic misconduct in accordance with established university procedures. It is against the Rules of the University Faculty for anyone to issue failing grades for academic misconduct or to impose any other sanction before the full review process as required by Faculty Rules has been followed to completion. Accusations of academic misconduct by graduate students will be resolved according to the rules of the Committee on Academic Misconduct (University Faculty Rules 3335-5-48.7).

12.3 Further information

There is some overlap between these two areas of misconduct. The student is advised to consult the Guidelines for Review of Scholarly Misconduct by Graduate Students and/or the Rules of the University Faculty (Graduate School Handbook, Appendix C; and Resources & Policies, Code of Student Conduct, <http://www.studentaffairs.osu.edu/resources/>). In cases not fitting the definitions of the two areas and their contexts or where there is a question of jurisdiction, the Graduate School and the chair of the Committee on Academic Misconduct will consult to determine the appropriate body to hear the case.