

From: [Carpenter, TJ](#)
To: [Reed, Katie](#)
Cc: [Henderson, Rebecca](#); [Walters, John](#); [Miriti, Maria](#)
Subject: Proposal from College of Dentistry
Date: Tuesday, February 7, 2023 3:16:21 PM
Attachments: [image001.png](#)
[Masters in Dental Hygiene program name change full proposal 2023 GS Approved 2-7-23.pdf](#)

Katie,

Please find a proposal attached for changing the name of the Master of Dental Hygiene degree program in the College of Dentistry.

The Division of Dental Hygiene in the College of Dentistry would like to propose a name change to the Master of Dental Hygiene Degree. The college is proposing to change the name of the Master of Dental Hygiene to a Master of Science in Dental Hygiene. The structure and content of the degree will remain the same at 38 credit hours and the completion of a thesis and internship. There are no anticipated changes to the descriptions of the curriculum, recruitment, admissions, institutional resources, program assessment, or learning outcomes in the MDH program.

This proposal has been reviewed and approved by the combined GS/CAA subcommittee and Graduate Council. The contacts for the proposal are cc'd on this email.

Please let me know if you need additional information to add this proposal to the agenda of the upcoming CAA meeting.



Dr. Maria N. Miriti

Professor, Dept. of Evolution, Ecology, and Organismal Biology

Interim Associate Dean of Academic Affairs, Graduate School

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Pronouns: He/Him/His

TO: Randy Smith, Vice Provost for Academic Programs

FROM: Graduate School Curriculum Services

DATE: February 7, 2023

RE: Proposal to change the name of the Master of Dental Hygiene degree program in the College of Dentistry

The Division of Dental Hygiene in the College of Dentistry is proposing to change the name of the Master of Dental Hygiene.

The proposal was received by the Graduate School on January 17, 2023. The combined GS/CAA subcommittee first reviewed the proposal on January 23, 2023 and recommended it for approval by the Graduate Council. The proposal was approved by the Graduate Council on February 7, 2023.



January 4, 2023

Vice Provost W. Randy Smith
Council on Academic Affairs
Office of Academic Affairs
203 Bricker Hall
190 North Oval Mall
Columbus, OH 43210

Dear Dr. Smith,

The College of Dentistry Division of Dental Hygiene would like to propose a name change to the Master of Dental Hygiene Degree (MDH). We propose the name change to include Master of Science in Dental Hygiene Degree (MS). The structure and content of the MDH curriculum will remain the same. We do not anticipate changes to the descriptions of the curriculum, recruitment, admissions, institutional resources, program assessment, or learning outcomes in the MDH program. Since there will not be any programmatic changes taking place due to this name change, this will not affect students, faculty, or staff. We believe this name change accurately reflects the activities of the program, the quality, the rigor, and the research component of the graduate degree. We propose the intended effective date of the name change June 1, 2023. Following the approval of this proposal, all currently and subsequently enrolled students will be notified of the new name and an announcement will be added to the College of Dentistry Intranet.

Introduction:

The MDH program prepares students for careers in dental hygiene leadership and education through various individualized educational and field experiences combined with a substantive core curriculum. The program courses are designed to deepen the student's dental hygiene knowledge, education methodology, research analysis, and provide the theory and practice of laboratory, pre-clinical and clinical dental hygiene instruction. It is designed for students who are licensed dental hygienists and who have earned a bachelor's degree.

The MDH program is 38 credit hours consisting of courses in education, research, leadership, and includes a thesis and internship. As part of the program, students complete a six-credit-hour internship to apply the skills they have acquired from their coursework. This internship can be completed at various organizations or academic institutions and provide students with experience in teaching, curriculum development, administration, and/or other faculty roles.

Additionally, to receive the MDH degree, a student must write and defend a thesis under the guidance of graduate faculty members. The purpose of the thesis project is to show evidence of the student's ability to collect and evaluate information and to critically analyze theories in their chosen area of inquiry and construct, test, and defend a coherent argument. A thesis demonstrates a student's ability to present research results concisely and in a scholarly form. It further demonstrates the candidate's ability to produce original and independent work. Specifically, students in the MDH program take the following courses (12 credit hours total) to prepare them to carry out significant research and discover new knowledge:



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- *Introduction to Dental Research Designs, DENTHYG 6400, 3 Credit Hours*- This course is designed to present conception and technical problems in the development and implementation of clinical, behavioral, and basic science research projects related to dentistry. As an assignment of this course, students identify a research problem, the significance of the problem, complete a literature review for their thesis project, the limitation of the literature review, and demonstrate how their proposed thesis project will close the identified gap in research.
- *Statistical Analysis and its Application to Dental Hygiene, DENTHYG 6450, 3 Credit Hours*- this course covers basic statistical analysis and methods related to conducting research in dental hygiene. Students learn various statistical tests, the limitations of each statistical test, and use the SPSS system to compute various data to analyze given research problems. Additionally, as a course assignment, students write a comprehensive methodology of their research thesis project and complete a research protocol to apply for the Institutional Review Board approval (IRB) for their research. Particularly, by the end of this course, students have completed the methodology chapter of their master's degree thesis.
- *Thesis Research, DENTHYG 7999, 6 credit Hours*- Data collection, data analysis, discussion, and conclusion are completed in this course under the guidance of the graduate program faculty advisor. Students take this course once they receive an IRB approval for their thesis research, nonetheless, a student must take a minimum of six credits to graduate. The number of credit hours a student is enrolled in this course varies by the student's full-time or part-time status.

Below are some recent examples of students' theses research that alumni may participate in following program completion.

- **Williams, Cory S**, Kearney, CR. Presenteeism: Characteristics of Dental Hygienists Who Work When Sick. [Columbus]: Ohio State University, 2022
- **Johnston, Mhairi A**, Kearney, CR. Dental and Dental Hygiene Students Perceptions on Intraprofessional Education. [Columbus]: Ohio State University, 2022
- **Sandoval, Nelly F**, Kearney, CR. Perceptions of Dental Hygiene Students/Dental Hygiene Directors on the Integration of a Spanish Language Course in the Dental Hygiene Curriculum. [Columbus]: Ohio State University, 2022
- **Collins, David M**, Kearney, CR. Predictors of empathy among dental hygiene undergraduate students. [Columbus]: Ohio State University, 2021
- **Merritt, Amy R**, Kearney, CR. Preclinical yoga breathing and stretching exercises to reduce musculoskeletal pain and stress among dental hygiene students. [Columbus]: Ohio State University, 2021

The goals of the MDH program are:

- The dental hygiene program will prepare graduates for faculty and administrative positions in dental hygiene programs.
- The dental hygiene program will provide graduates with an appreciation of the skills necessary to be leaders in the profession.
- The dental hygiene program will prepare graduates to contribute to the body of knowledge in dental hygiene through research and scholarly activity.

Recruitment in the MDH Program

The Ohio State University is authorized to offer the Master of Dental Hygiene program in all 50 states. Admission to the MDH program is selective and competitive. Applicants are evaluated based on academic

performance, contributions to the profession, and educational and professional goals. The Dental Hygiene Graduate Studies Committee often contacts candidates who are under consideration for admission to schedule an interview. Interviews are conducted either on-campus or online. The application deadline is May 1.

Admission criteria outlined in the Graduate School Handbook apply to the MDH program. In addition, the MDH program requires the following criteria for admission:

- Completed online application.
- Non-refundable application fee.
- Baccalaureate degree in dental hygiene, or an associate degree from an accredited dental hygiene program and a baccalaureate degree in a related field
- Overall GPA of 3.0 or higher in undergraduate education and a minimum of 3.0 in the dental hygiene major
- Proof of an active dental hygiene license.
- Two letters of recommendation from persons acquainted with the candidate's academic program, scholastic ability, or professional performance.
- A statement of intent describing the candidate's educational and professional goals and objectives.
- Curriculum Vitae
- English proficiency requirement, if the candidate comes from a country where the first language is not English unless the candidate earned a bachelor's degree or higher in an English-speaking country.

MDH Program Curriculum

Full-time students can complete the program in two years; the part-time option allows students up to five years to complete the degree. Students in the MDH core curriculum is as follows:

Course	Title	Description	Semester Hours
Semester I			
DHY 6100	Advanced Dental Hygiene Educational Theory and Methods	This course is the study of theory, principles, and research related to the faculty role in active teaching and learning, critical thinking, and development of course alignment in dental hygiene education.	G3
DHY 6200	Contemporary Issues in Dental Hygiene	This course is designed to explore current issues and policies facing the dental hygiene profession and to plan and implement strategies to make changes.	G3
DHY 6400	Introduction to Dental Research Designs	Conceptual and technical problems in the development and implementation of clinical, behavioral and basic science research projects related to dentistry.	G3
Semester II			
DHY 6000	Educational Policy and Management in Dental Hygiene	This course examines the concept of policy as it relates to educational institutions and their governance and practices while providing knowledge and skills in basic management and administration.	G3
DHY 6450	Statistical Analysis and its Application to Dental Hygiene	The Conceptual foundation of statistics related to basic, clinical and behavioral dental science are reviewed.	G3



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DHY 7100	Instructional Strategies in Dental Hygiene Education	This course explores modern educational methodology and course design in the teaching of dental hygiene students including technological advances in online and traditional teaching.	G3
Semester III			
DHY 7999	Thesis Research	Research for the master's thesis	G3
DHY 7200	Clinical and Laboratory Instruction	The theory and practice of laboratory, pre-clinical and clinical dental hygiene instruction and supervision will be provided as they relate to psychomotor skill development, student mentoring, and evaluation.	G3
	Approved Elective		≥ G2
Semester IV			
DHY 7999	Thesis Research	Research for the master's thesis	G3
DHY 7191	Dental Hygiene Internship	Supervised learning in an area of dental leadership and education. Students complete this internship in a selected site implementing the skills acquired in DHY 6100, 7100 and 7200. Approval for all internships is required.	G6
DHY 7300	Leadership and Administration in Dental Hygiene Education	This course is designed to study leadership theories and program administration unique to dental hygiene educational programs including accreditation, human resources, faculty evaluation, budgeting, administration and outcomes assessment.	G3

Rationale and considerations:

The Division of Dental Hygiene proposes a name change for the following three reasons:

- MDH is not a common degree but rather a tagged degree and individuals outside of the dental hygiene field do not recognize it. Additionally, MDH is not a commonly used degree within the profession of dental hygiene.
- Students in the MDH degree program complete thesis research for the partial fulfillment of the degree. Changing the name from MDH to an MS is recognizable and validates the rigor of the program.
- Other highly regarded peer institutions with a similar degree in dental hygiene offer a MS degree. For example, the University of Michigan, the University of Missouri- Kansas City, Old Dominion University, The University of North Carolina, and the University of New Mexico.

College of Dentistry Approval Process:

The proposal was brought forth and discussed within the Dental Hygiene Graduate Studies Committee. The proposal was evaluated and approved by the Dental Hygiene Graduate Studies Committee on February 21, 2022, and the College of Dentistry Dean, Dr. Carroll Ann Trotman on March 7, 2022.

Please see the attached a copy of the Master of Dental Hygiene Compendium document. The compendium describes the policies, rules, procedures, faculty, and program curriculum in detail.

If you have any questions or need additional information, please don't hesitate to contact me.



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Sincerely,

Rebecca Henderson

Rebecca Henderson, BSDH, MS

Associate Professor – Clinical

Interim Graduate Program Director

College of Dentistry | Division of Dental Hygiene

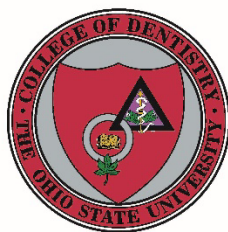
3054 Postle Hall | 305 W 12th Avenue Columbus, OH 43210

Office: 614-292-1236

henderson.397@osu.edu

CC: Rachel Kearney- Chair Division of Dental Hygiene; Dr. John Walters- Associate Dean, Advanced and Graduate Education, College of Dentistry

MASTER'S IN DENTAL HYGIENE [MDH] Compendium



**Division of Dental Hygiene
College of Dentistry
The Ohio State University**

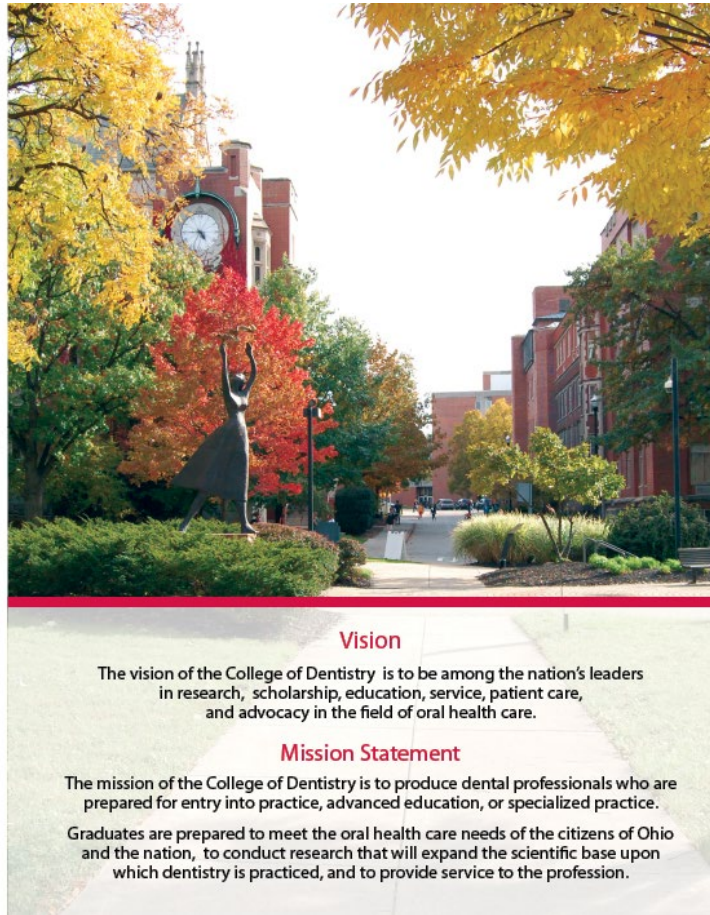


THE OHIO STATE UNIVERSITY

COLLEGE OF DENTISTRY

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Philosophy of the College of Dentistry

The College of Dentistry promotes the acquisition, advancement, transmission, and application of scientific knowledge and skills for the prevention, diagnosis, and management of orofacial disease and disorders and for the restoration and rehabilitation of its effects. The college, with a commitment to multicultural diversity, conducts the mutually supportive activities of education, research, patient care, and community and professional service. Based upon an understanding of biological processes, these activities promote human orofacial health and well-being. The college provides undergraduate dental hygiene, professional and graduate students with the analytical, technical, ethical and humanistic skills necessary to provide quality health care. The programs encourage professionalism and responsiveness to societal and professional changes. Through its graduate programs, the college provides graduates with the skills necessary to become researchers and teachers.

Program Mission

The mission of the dental hygiene graduate program is to provide its students with the educational experiences necessary to become oral health educators, administrators and leaders; to conduct research and contribute to the body of knowledge in oral health care; and to serve the University, the profession, and the community.

Master's in Dental Hygiene [MDH]

Purpose of the Compendium

The purpose of this compendium is to describe the policies, rules and procedures of the Master's in Dental Hygiene (MDH) graduate program of the Division of Dental Hygiene at The Ohio State University, College of Dentistry. It is intended to supplement information provided in the University's *Graduate School Handbook*.

<http://www.gradsch.osu.edu/graduate-school-handbook1.html>.

The compendium contains information about the faculty involved in graduate education, the requirements for the Master in Dental Hygiene (MDH) degree, and the procedures for accomplishing this requirement. Graduate students and their faculty advisors are responsible for being aware of policies and requirements outlined in this compendium.



Goals of the Program

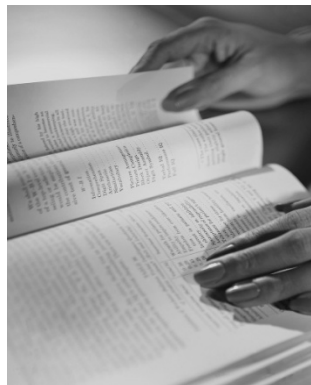
The primary goal of this program is to prepare students for careers in dental hygiene leadership and education through various individualized educational and field experiences combined with a substantive core curriculum. This program prepares MDH students to teach in a dental hygiene program. The courses offered deepen the dental hygiene knowledge, education methodology, research analysis, and provide the theory and practice of laboratory, pre-clinical and clinical dental hygiene instruction.

- The dental hygiene program will prepare graduates for faculty and administrative positions in dental hygiene programs.
- The dental hygiene program will provide graduates with an appreciation of the skills necessary to be leaders in the profession.
- The dental hygiene program will prepare graduates to contribute to the body of knowledge in dental hygiene through research and scholarly activity.



Relationship between the Graduate School and the Dental Hygiene Graduate Studies Committee

The *Graduate School Handbook* contains the rules, policies, and guidelines applicable to the graduate community at The Ohio State University. These rules, policies, and guidelines are reviewed by the Graduate



Council and approved by the Vice Provost for Graduate Studies and Dean of the Graduate School. It is regularly updated through the year as the Graduate Council makes or revises rules and guidelines.

Graduate education and its governance are shared responsibilities. The most visible activity of graduate education is the intellectual interaction of faculty and students involved in learning and devoted to advancing knowledge in their fields. Supporting these endeavors are academic leaders in departments, colleges, and central university positions who are committed to providing an atmosphere in which graduate education and research can flourish. Faculty, students, and administrators working together, dedicated to the ideals of scholarship and high standards that characterize graduate education, share the responsibility for ensuring the quality of graduate programs and research.

The Graduate School of The Ohio State University includes faculty members authorized to provide graduate instruction, the graduate faculty, the Council on Research and Graduate Studies, and administration. The Council on Research and Graduate Studies is the principal legislative body of the Graduate School and initiates policies and rules governing Graduate Programs. The policies, rules, procedures and general information concerning graduate education and research at The Ohio State University are embodied in the *Graduate School Handbook*.

The Dental Hygiene Graduate Studies Committee (DHGSC) conducts the graduate program in Dental Hygiene. This committee oversees and administers the graduate program and serves as the liaison between the Graduate School and the graduate faculty members. DHGSC is appointed by the Chair of Dental Hygiene from the Category M, graduate faculty in the College of Dentistry.

The DHGSC publishes this *Master's in Dental Hygiene Graduate Program Compendium* embodying the policies, rules and procedures of the program. This compendium is available online at the College of Dentistry Website on the MDH graduate program page: <https://dentalintranet.osu.edu/content/current-students>.

Admission, Registration, Scheduling, and Time to Completion

The admission criteria outlined in the *Graduate School Handbook* apply to the Master's in Dental Hygiene Program. The admission of students to the Graduate School is the dual responsibility of the DHGSC and the Graduate School. However, the Graduate School has the final authority for making admission decisions. The Office of Graduate and Professional Admissions receives and processes the application, which includes collecting the application fee, transcripts, and test scores. This office is also responsible for sending the official admission decision. The Program Director and the DHGSC evaluate the applicant's qualifications and suggest admittance of students to the Graduate School.

Admission Criteria

To qualify for admission, the applicant must possess a baccalaureate degree in dental hygiene or a certificate or an associate degree in dental hygiene and a baccalaureate degree in a related field. The dental hygiene degree must be from an accredited dental hygiene program. The applicant must have an overall grade point average of at least 3.0 (on a 4 point Scale) in undergraduate education and a minimum of 3.0 in the dental hygiene major. Applicants whose cumulative GPA for all previous undergraduate work is below 3.0 are considered for admission but admission is selective. Admission is a competitive process that entails evaluation of the applicant's undergraduate transcripts, two letters of recommendation, statement of intent describing the applicant's educational and professional goals, current licensure as a registered dental hygienist, and other qualifications. Admissions assessments may also include publications as well as professional and research experience. The DHGSC may wish to conduct an interview with the applicant.

Applicants whose native language is not English must also provide a Test of English as a Foreign Language (TOEFL) score. In order for an application to be considered official, applicants must submit an on-line application and pay an application fee. Application materials are available at the College website for applying to the Master of Dental Hygiene Program. The Program Director helps organize the student's program and course load. Prior to the beginning of each semester, students receive information about the courses in which they should enroll. Students are responsible for completing their own enrollment. Details on registration are outlined in the *Graduate School Handbook*.



Master's in Dental Hygiene [MDH] Admission Application Materials

An applicant must submit the following materials [see instructions accompanying The Ohio State University Graduate School admission application for further details]:

1. Completed application.
2. Non-refundable application fee.
3. An official transcript from each college or university attended listing all course taken, grades and degrees earned, and dates of graduation [Ohio State students do not need to submit transcripts from this university, these are supplied by internal procedures].
4. Proof of an active dental hygiene license. Foreign-trained professionals must obtain a license to practice in the U.S.
5. English proficiency requirement. This requirement applies only to an applicant from a country where the first language is not English, unless a bachelor's degree or higher was earned in an English-speaking country.
6. Two letters of recommendation from persons acquainted with the applicant's academic program, scholastic ability, or professional performance.
7. Provide a statement of intent describing your educational and professional goals and objectives. Explain why you are applying to the Master's in Dental Hygiene Program. Include how your educational goals and research plans could contribute to our program [400-700 words].
8. Provide a summary or resume of relevant work, volunteer or professional experience, date and title of any publications, research experience, professional speaking engagements and memberships or offices held in professional associations or honorary societies.



The admissions committee may contact candidates who are under consideration for admission to schedule an interview. Interviews are conducted on campus; out of state students have an option to schedule an interview online. Upon admittance an acceptance fee of \$500 is required and is applied towards the first semester tuition.

Note: Each admitted international applicant is required to submit certain financial documentation indicating that financial resources are available to defray the cost of graduate application deadlines.

Application Deadlines

Most graduate programs make admission and funding decisions between January and March for domestic students and between December and March for international students. To receive full consideration, the Office of Graduate and Professional Admissions and the graduate programs should receive your required admissions materials by November 30th (international students) and by February 15th (domestic students).

Application Fee

All Graduate School applicants (except graduate non-degree) are required to pay a nonrefundable application fee of \$50 – (subject to change).

Time to Completion

The program is designed to be completed in two years (four semesters) of full-time work. Students who choose to enroll part-time should complete the program in three to four years. A maximum of five years is allowed to complete the degree.



Administrative Arrangements for the Proposed Program

Program Administration

The MDH program is governed by The Ohio State University Graduate School. The degree program adheres to the policies and procedures of the Graduate School which apply to all graduate students enrolled at the University. The Dental Hygiene Graduate Program Director oversees administrative duties. All faculty involved in the program hold M status with the Graduate School.

Dental Hygiene Graduate Studies Committee

The DHGSC oversees and administers its graduate degree programs and is the liaison between the Graduate School and the graduate faculty members in the graduate program. The DHGSC is composed of three regular, elected members of the Graduate Dental Hygiene Faculty of the College of Dentistry, an elected graduate student representative, the Dental Hygiene Graduate Program Director, chair (ex officio) and the Associate Dean for Advanced Education and Graduate Studies (ex officio). The DHGSC are elected members of the Dental Hygiene Graduate Faculty of the College of Dentistry and serve 5-year terms, so that the senior member retires and a new member joins the committee each July 1. A non-voting graduate student member is elected to a one-year term in an at-large election held each year among all DH Graduate Students enrolled in the MDH program in the College.

The Office of Graduate Studies and the DHGSC work with the Graduate Faculty and students to solicit nominations, accept a ballot and call the vote in separate elections for both the student representative and the regular members of the DHGSC. In both elections the candidate who receives the most votes wins. In case of a tie there is a run-off vote.

General Responsibilities

The DHGSC is responsible for the conduct and administration of its graduate programs, although some duties may be delegated to other faculty members. Actions taken by the committee are subject to approval, modification, or reversal by the Graduate Faculty members in the graduate program. Decisions made by



DHGSC must comply with Graduate School rules. The DHGSC assumes other responsibilities as assigned to it by the Graduate School, the Graduate Faculty members in the graduate program, the division chair, or the committee members. The committee reports on its actions taken during the year to Graduate Faculty members in the graduate program.

The Dental Hygiene Graduate Studies Committee of the Dental Hygiene Master's Program oversees and administers the program and serves as the liaison between the Graduate school and program's Graduate Faculty members. The responsibilities of the Dental Hygiene Graduate Students Committee are described in detail in the Graduate School Handbook. They include, but are not limited to:

- Formulates rules and procedures relevant to its own graduate programs within the policies established by the Graduate Council and the Graduate Faculty members in the graduate program.
- Publishes and makes available to students and faculty in the graduate program a graduate program handbook containing the policies, rules, and procedures relevant to its own graduate programs.
- Finalizes admission decisions.
- Considers and acts on student petitions that pertain to its rules. Considers and recommends action to the Graduate Council on student petitions that pertain to the policies and rules of the Graduate Council or the University faculty.
- Monitors student progress and academic performance.
- Oversees appeals and grievance proceedings.
- Establishes rules respecting thesis master's degree program.
- Approves the members of each student's Master's Examination Committee.
- Establishes procedures for assigning and changing advisors curricula, program changes, and graduate courses.
- Considers and recommends action on curricula, program changes, and graduate courses proposed for graduate credit to Graduate Council.
- Monitors faculty credentials for Category M Graduate Faculty appointments.
- Considers and acts on requests for non-Graduate Faculty members to teach courses for graduate credit [5000-8000 level courses].
- May propose other plan options for tagged master's degree to the Graduate Council.



Program Director

The Dental Hygiene Graduate Program Director is responsible for the student's admissions, scheduling, monitoring academic progress.

Faculty Advisor

Each MDH student works closely with a faculty advisor who monitors the student's progress and coordinates the thesis. The advisor is a member of the faculty in the Division of Dental Hygiene who has M status in the Graduate School. This relationship must be formalized by written approval from the Dental Hygiene Graduate Studies Committee.



The advisor must be a member of the program's Graduate Faculty, and is responsible for coordinating the graduate student's coursework and research activities, advising the student on approaches for conducting their research project, promoting effective writing and oral communication, and monitoring the student's progress. The advisor shares the responsibility for planning the research with the student. In addition, the advisor chairs all committees set up to plan, review, assess and examine the student's progress through the program. Successful completion of the program is dependent on a close working relationship between the graduate student and the advisor.

Advisors are selected by the graduate student in consultation with the DH Graduate Program Director, with consent of the selected advisor. The Dental Hygiene Graduate Program Director serves as the interim advisor for all graduate students prior to selection of a regular advisor. The advisor must be selected during the first semester of the program and prior to beginning any thesis research.

The advisor should be experienced in conducting graduate research, have expertise in the research area, and be able to guide the student to successful completion of the project. If there is a subsequent change of advisor, this must be approved by the DHGSC and the Program Director. A student may, without prejudice, request a change of advisor by writing to the DHGSC. The DHGSC and the student must concur on the particular choice of the new advisor. A change of advisor does not reset time limits defining adequate "academic progress" except at the discretion of the DHGSC.

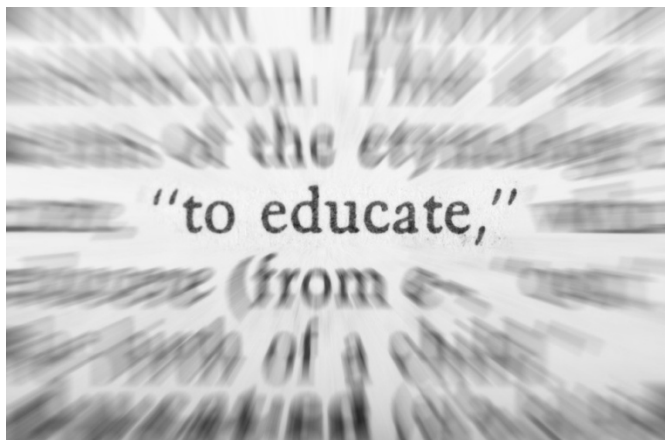
Master's Examination Committee

A Master's Examination Committee should be established, and its membership approved by the DHGSC. This committee oversees the student's research and the writing of the thesis. This committee consists of the faculty advisor plus two additional faculty members who have M status in the Graduate School. It should include at least one member from the graduate student's academic division and at least one member outside of the division. In consultation with the student and program director, the advisor selects an appropriate group of Graduate Faculty members to serve on their Master's Examination Committee.

The responsibilities of the committee include approval of the research protocol before beginning the research project, and approval of the complete thesis.

For some research projects, committee members may serve in a collaborative role. The expertise and potential contribution of individual members should be considered when assembling a committee. If committee members are taking an active role in the project, the student and adviser should arrange regular meetings with the thesis committee members for discussion at critical phases in the project.

Selecting an appropriate committee is an important step in successful completion of the graduate program, and it should be undertaken as soon as possible after selection of the advisor. Committee members must be members of the Graduate Faculty. A faculty member who provides special expertise relevant to the project, but is not a Graduate Faculty member, may serve on master's examination committees upon the approval of the Graduate Studies Committee. Petition for

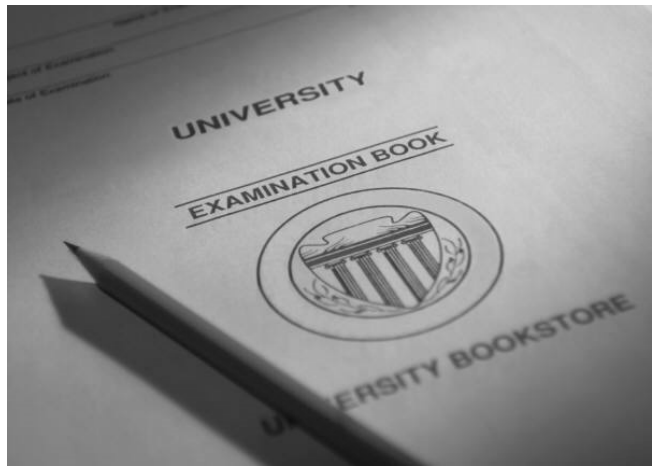


such membership should be made to the Graduate Studies Committee, outlining the special qualifications and expected contributions of the proposed committee member. Approval by the Graduate School is granted upon special petition by the GSC based on these qualifications.

The Master's in Dental Hygiene [MDH] Program Requirements

The program for the Master's in Dental Hygiene is offered under the governance of the Graduate School of The Ohio State University and the Dean of the Graduate School. The MDH curriculum is designed for students who are currently licensed dental hygienists and who have earned a bachelor's degree. The curriculum requires 37 semester hours, including a thesis and an internship.

1. Submission of the [Application to Graduate](#) form to the Graduate School no later than the third Friday of the semester (or third Friday of May session for summer session commencement) in which graduation is expected.
2. Registration for at least three graduate credit hours during the semester or summer session in which graduation is expected.
3. Completion of a minimum of 30 graduate credit hours. Eighty (80) percent of those required credit hours must be completed at this university over a period of at least two semesters.
4. Graduate cumulative point-hour ratio of at least 3.0.
5. Satisfactory completion of the master's examination and submission of the Master's Examination Report form to the Graduate School by the published deadline for the semester or summer session of graduation.
6. Submission of the Thesis Approval form to the Graduate School and electronic submission of the approved thesis to OhioLink by the published deadline for the semester or summer session of graduation.
7. Receipt of final grades in the University Registrar's Office by the published deadline.
8. Completion of the master's degree requirements established by the Graduate Studies Committee.



The Application to Graduate form must be submitted to the Graduate School no later than the third Friday of the semester in which graduation is expected. Students must successfully complete the Master's examination [thesis defense] and submit the Master's Examination Report form to the Graduate School by the published deadline for the semester of graduation. See the University Graduate handbook for graduation requirements.

Program Core Curriculum

Table 1. Courses in the MDH Program

Course	Title	Description	Semester Hours
Semester I			
DHY 6100	Advanced Dental Hygiene Educational Theory and Methods	This course is the study of theory, principles and research related to the faculty role in active teaching and learning, critical thinking, development of course alignment in dental hygiene education.	G3
DHY 6200	Contemporary Issues in Dental Hygiene	This course is designed to explore current issues and policies facing the dental hygiene profession and to plan and implement strategies to make changes.	G3
DHY 6400	Introduction to Dental Research Designs	Conceptual and technical problems in the development and implementation of clinical, behavioral and basic science research projects related to dentistry.	G3

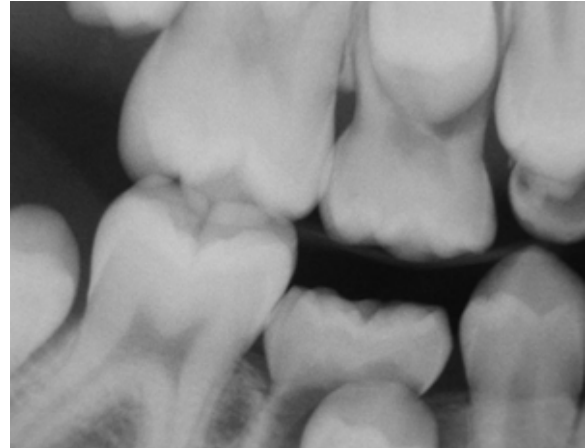
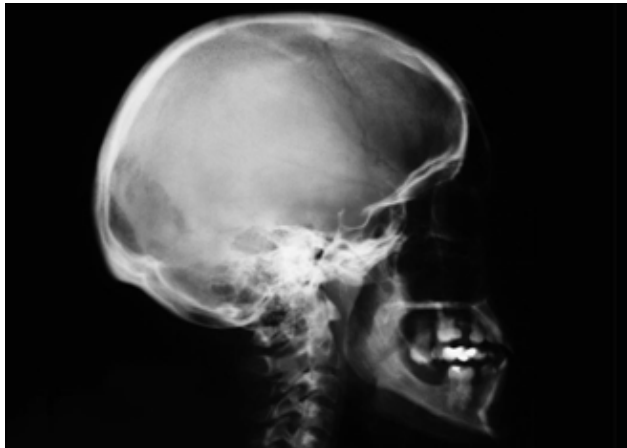


Table 1 (cont). Courses in the MDH Program

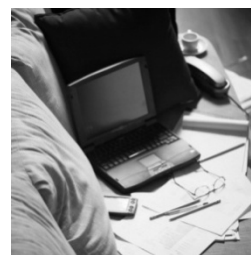
Course	Title	Description	Semester Hours
Semester II			
DHY 6000	Educational Policy and Management in Dental Hygiene	This course examines the concept of policy as it relates to educational institutions and their governance and practices while providing knowledge and skills in basic management and administration.	G3
DHY 6450	Statistical Analysis and its Application to Dental Hygiene	Conceptual foundation of statistics related to basic, clinical and behavioral dental science.	G3
DHY 7100	Instructional Strategies in Dental Hygiene Education	This course explores modern educational methodology and course design in the teaching of dental hygiene students including technological advances in online and traditional teaching.	G3
Semester III			
DHY 7999	Thesis Research	Research for the master's thesis	G3
DHY 7200	Clinical and Laboratory Instruction	The theory and practice of laboratory, pre-clinical and clinical dental hygiene instruction and supervision will be provided as they relate to psychomotor skill development, student mentoring, and evaluation.	G3
	Approved Elective		≥ G2
Semester IV			
DHY 7999	Thesis Research	Research for the master's thesis	G3
DHY 7191	Dental Hygiene Internship	Supervised learning in an area of dental leadership and education. Students complete this internship in a selected site implementing the skills acquired in DHY 6100, 7100 and 7200. Approval for all internships is required.	G6
DHY 7300	Leadership and Administration in Dental Hygiene Education	This course is designed to study leadership theories and program administration unique to dental hygiene educational programs including accreditation, human resources, faculty evaluation, budgeting, administration and outcomes assessment.	G3

Internship

Students are expected to complete an internship to apply skills acquired from the course work. The internship can be completed in any nationally accredited dental hygiene program willing to affiliate with the OSU Division of Dental Hygiene. Emphasis is on gaining experience in teaching, curriculum development, administration, and other faculty responsibilities in an institution of higher education. Six credit-hours should be taken to fulfill the requirement. The internship is monitored by the Dental Hygiene Graduate Program Director and the internship site signs an Affiliation Agreement with the Ohio State College of Dentistry. A designated on-site faculty mentor at each internship site is the point of contact with the student and the Dental Hygiene Graduate Program Director. The Dental Hygiene Graduate Program Director works closely with students to identify appropriate faculty mentors from dental hygiene educational programs in students' home communities or other institutions so that requirements can be completed. Each student follows the established OSU Dental Hygiene Graduate Program internship goals and objectives to insure a high-quality internship experience. One of the goals of the internship is to gain didactic and clinical teaching experience in dental hygiene education. This includes teaching in the clinical and laboratory setting as well as didactically. The course is graded pass/non-pass. Graduate students are evaluated by the course director, onsite mentor and course instructor(s).

Thesis

Students complete a thesis to evaluate proficiency and understanding of his/her research area, with emphasis on the topic selected for their project. The purpose of the thesis is to give evidence of a student's abilities in collecting and evaluating information, critically analyzing theories in the chosen area of inquiry and constructing, testing and defending a coherent argument. The thesis is considered essential for those students interested in teaching at the university level, planning to continue studies at the doctoral level or wishing to pursue more comprehensive research training. The thesis should also demonstrate a student's ability to present research results concisely and in a scholarly form. The master's thesis should demonstrate that the candidate is capable of original and independent work. A literature review is an essential part of the thesis for it frequently establishes the basis for a thesis's claim to originality. In particular, elements of the thesis that are considered to constitute original scholarship and an advancement of knowledge must be clearly indicated. Research experience is ongoing throughout the curriculum. Students must prepare and submit at least one publication-ready manuscript based on their thesis research. The thesis must be approved by the advisor and the selected Master's Examination Committee. Students must submit the Thesis Approval Form to the Graduate School and submit the approved thesis to OhioLink by the published deadline for the semester of graduation.



Suggested Timeline for Completion

It is important for students to adhere to an appropriate schedule for completion of the research requirement. The following is a proposed timeline for the research activities in a two-year program.



First Year, Autumn Semester: Graduate students should become familiar with the research interests and expertise of the Graduate Faculty and explore opportunities for research in their area of interest. An advisor and research topic should be selected. A Master's Examination Committee should be established, and its membership approved by the DHGSC. This committee oversees the student's research and the writing of the thesis. The committee consists of a thesis advisor and two other faculty selected by the student and the advisor.

First Year, Spring Semester: The student should then develop a research protocol (including a comprehensive literature review) to submit for approval by the Master's Examination Committee. The graduate student must work with their advisor to accomplish this goal. The student should complete an approved research protocol. If the research involves human subjects or laboratory animals, approval by the Institutional Review Board (IRB) or Institutional Animal Care and Use Committee (IACUC) must be obtained prior to starting data collection. The student should start data collection and analysis

Second Year, Autumn Semester: Students should complete their thesis in close collaboration with their advisor. The student should meet with the Master's Examination Committee to present a draft of their thesis for corrections and to organize the thesis defense.

Second Year, Spring Semester: Students should defend their thesis during the first half of the semester and by the deadline established by the Graduate School. After any necessary revisions are completed, the thesis should be provided to the advisor and committee members. Ideally, the student should convert the thesis into one or more manuscripts that can be submitted to an appropriate journal for publication.

Possible research topics include but are not limited to the research focus outlined by the American Dental Hygienists' Association National Dental Hygiene Research Agenda. https://www.adha.org/resources-docs/7111_National_Dental_Hygiene_Research_Agenda.pdf

Thesis Defense

The thesis defense is a two-hour, oral examination with emphasis on the thesis material completed by the graduate student. Typically, the first hour of the examination consists of the student presenting his or her thesis work, followed by one hour of questioning on the work and related topics. The examination is scheduled by the student in close consultation with his or her advisor. This presentation is open to all graduate students, Graduate Faculty and faculty of the College of Dentistry. The date, time and location of each



thesis defense should be transmitted to all faculty, graduate students and students no later than one week prior to the defense. This is followed by an open question session. Following its completion, the Master's Examination Committee, chaired by the student's advisor, continues the examination in a closed session. The Committee comprehensively evaluates the thesis and the student's understanding of the study and its implications. The closed portion of the exam typically extends for one hour. The graduate student is excused and the committee decides whether the student's performance on the examination is satisfactory and whether the thesis is acceptable. The advisor informs the graduate student of their decision.

Students are strongly encouraged to prepare and submit at least one publication-ready manuscript based on their thesis research.

Responsibility: The master's examination is administered under the auspices of the DH Graduate Studies Committee. The responsibility for the examination rests with the student's master's examination committee.

Attendance: If the master's examination includes an oral portion, the advisor serves as chair. Except when video conferencing is involved, all members of the master's examination committee must be present during the entire examination and are expected to participate fully in questioning during the course of the examination and in the discussion and decision on the result. Other faculty members and graduate students may attend the examination, subject to the rules of the Graduate Studies Committee.

Video Conferencing: All master's examinations involving video conferencing must adhere to the Graduate School's guidelines for video conferencing (see Appendix A). The oral portion of the master's examination must take place during announced university business hours, Monday through Friday.

Draft: A student pursuing the thesis option must submit a complete, word processed thesis draft to the master's examination committee. The thesis draft must be approved by the master's examination committee before the student takes the examination. The thesis must conform to Graduate School format requirements as described in the "Graduate School Guidelines for Formatting Theses, Dissertations, and D.M.A. Documents" available on the Graduate School website. *Graduate School Handbook*

Approval: If the student satisfactorily completes the master's examination and if the student presents an acceptable thesis, the master's examination committee members indicate approval of the thesis by signing

the Thesis Approval form. The Thesis Approval form must be submitted to the Graduate School by the published deadline for the semester or summer session of graduation.

Restricted Material: A thesis must not include material restricted from publication, but the student may request to have the publication delayed.

Submission: The thesis must be submitted to the Graduate School by the published deadline for the semester of graduation. The final thesis must be submitted electronically as a PDF document to OhioLink, the Ohio Library and Information Network.

Graduate Program Guidelines & Policies

Research with Human Subjects

Research protocols that require the participation of human subjects are subject to review and oversight by an Institutional Review Board (IRB). The mandate of an IRB is to ensure that adequate protections are in place before humans participate in research. Information is available at <http://orpp.osu.edu/irb/>. Every research project involving human subjects must be reviewed and approved by an appropriate IRB. Obtaining approval can be a lengthy process. The time and effort required to obtain approval should not be underestimated, and adequate time should be budgeted for the process. The Advisor is responsible for guiding the student through this process and is usually designated as the Principal Investigator in the application to the IRB.



All students and faculty members who participate in the design, conduct, or reporting of human subjects research must be appropriately trained in the protection of human subjects. Additional training in the responsible conduct of research and good clinical practices may also be required by funding agencies and other research sponsors. Ohio State uses the Collaborative Institutional Training Initiative (CITI) web-based human research courses to satisfy the requirement for Ohio State researchers for training in human research subjects protection. Initial and continuing education (every 3 years) are required. Additional training and educational programs related to human subjects research protections are available.

Research with Animals

The use of animals in University research projects is subject to oversight by the Institutional Animal Care and Use Committee (IACUC). Approval must be obtained before starting the research project. Detailed information is available at <http://orpp.osu.edu/iacuc/>. Each individual involved in the care and use of animals must obtain a basic level of competency in these areas through participation in either the classroom or in the online Animal Use Orientation Course. This training must be updated no less than every three years. To complete the online course, a score of at least 80% must be obtained on the exam.

Laboratory Safety



To meet Occupational Safety and Health Administration (OSHA), State of Ohio, and University standards, radiation, laboratory and chemical safety classes are required of all graduate students who work in laboratories in the College of Dentistry. These courses are offered through the Department of Environmental Health and Safety. The student's Advisor determines if additional laboratory safety courses are required. More information can be found at <http://www.ehs.ohio-state.edu>.

Grievance Procedures

If a graduate student has a grievance, it should be discussed with the appropriate course director, program director, faculty advisor, or other individual directly involved, to seek resolution of the issue. If the matter is not resolved, the graduate student may request a meeting with the Chair of the Division of Dental Hygiene. If such discussions do not lead to a resolution, and the grievance is related to the Master's Program, the graduate student

may submit a written petition to the Chair of the DHGSC to request a hearing by the full DHGSC. The DHGSC obtains written descriptions of the matters under consideration from the petitioner and other principal parties involved. The DHGSC meets as soon as possible, but no later than 30 days after receipt of the complaint, to review this written documentation, and requests all appropriate individuals involved to verbally present their viewpoints. The petitioner may have an advisor present at the committee meeting. The advisor may only counsel the student and not actively participate in the hearing, unless clarification is needed by the committee. Each individual witness, or requested witness groups, meets separately with the committee. After all witnesses have been heard, the committee discusses all testimony and makes a decision regarding the petition. The decision requires a simple majority vote of the committee members present, and is communicated to the student in writing as soon as possible.

If the petitioner feels that the grievance has not been satisfactorily resolved by the DHGSC, a written petition for review of the grievance may be submitted to the Dean of the Graduate School within five business days. The procedures for graduate student grievance reviews are described in Appendix C of the *Graduate School Handbook*.

Internship Dress Code Policy



Dental Hygiene Master's students are representatives of the College of Dentistry and The Ohio State University and must present themselves as professional role models. Personal appearance is regarded as an important aspect of overall effectiveness, maintenance of safety standards, complements the high quality of care and services provided. Unless otherwise specified by the institution participating in the internship, all students must abide by the College of Dentistry Dress Code Policy:

https://dentalintranet.osu.edu/system/files/hr-dress_code_policy-accessible.pdf.

Academic and Professional Standards

The Graduate School and the local graduate program share responsibility for monitoring graduate student academic performance and degree completion. This section describes the minimum academic and professional standards of the Graduate School.

<https://gradsch.osu.edu/handbook/5-9-academic-and-professional-standards-professional-standards#5-9-1>.



Academic Misconduct

Graduate students and graduate faculty are expected to adhere to the highest ethical and moral standards. The Graduate School at The Ohio State University expects that graduate students demonstrate responsibility and integrity in pursuing their creative and scholarly interests. The academic enterprise is dependent upon such behavior. Graduate students are responsible for learning about appropriate standards for ethical research and scholarly conduct and for following all university policies related to ethical research and scholarly conduct. The Graduate Student Code of Research and Scholarly Conduct is outlined in Appendix D of the *Graduate School Handbook*.



All Ohio State University students are subject to the provisions of The Ohio State University Code of Student Conduct. Issues of professional misconduct occurring in the College of Dentistry are managed according to the protocol outlined in the College of Dentistry [Code of Honor and Professional Conduct](#). Issues of academic misconduct are referred to the Associate Dean for Advanced and Graduate Education for appropriate action. Issues related to scholarly misconduct by graduate students are the responsibility of the Dean of the Graduate School. *Guidelines for the Review and Investigation of Allegations of Scholarly Misconduct by Graduate Students* is available from the Graduate School. The University's policy and procedures concerning misconduct in research or scholarly activities must be followed when responding to allegations of misconduct in research. These may be viewed at <http://orrrp.osu.edu/irb/osupolicies/documents/Noncompliance.pdf>

Reasonable Progress: A student who does not maintain reasonable progress toward a degree or who does not fulfill other graduate program requirements, including those regarding professional standards and misconduct, may be denied further registration in that program by the Graduate School on the recommendation of the graduate studies committee chair.

No student may be denied further registration in a graduate program without first being warned by the Graduate School that such action may take place. The Graduate School specifies the conditions the student must satisfy in order to demonstrate reasonable progress and to continue enrollment in the graduate program. Conditions consist of completion of course work or other requirements as approved by the graduate studies committee. A student who has been warned that further registration in the graduate program may be denied and who then satisfies the specified conditions is placed in good standing by the Graduate School.

Master's students who do not complete the program in four years may be considered failing to make adequate academic progress. To be considered in good standing, a student must maintain a graduate cumulative grade point average of 3.0 or better in all graduate credit courses.

Program Contacts

Questions related to the Master's program may be addressed to:



Rachel C. Kearney RDH, MS

Associate Professor and Chair

Division of Dental Hygiene

Email: kearney.19@osu.edu

Ph: 614-292-2228

Appendix A: Award Programs

SIGMA Xi: (www.sigmaxi.org)

The Scientific Research Society of North America (Sigma Xi) sponsors a Grants-in-Aid of Research Program to support scientific investigation in any field. The Sigma Xi Committee on Awards meets on or about the first of March, June and December of each year to review research proposals. Applications and supporting letters should be submitted at least one month prior to the meeting for consideration. Application and information can be obtained from the website.

ADHA INSTITUTE FOR ORAL HEALTH RESEARCH GRANT PROGRAM:

(www.adha.org)

The ADHA Institute for Oral Health sponsors a Research Grant Program to provide financial assistance for baccalaureate, master's and doctoral candidates, and practicing dental hygienists to support and promote research in dental hygiene. Research grants are made in up to \$5000 to cover research expenses. These funds may not be used for salary, tuition for the applicant, indirect costs to institutions or planning projects. Application packets may be obtained from the ADHA Institution Oral Health, 444 N. Michigan Avenue, Suite 3400, Chicago, Illinois 60611 or from the Graduate Program Director. Deadline is mid-January.

ORAL HEALTH AMERICA/AMERICA'S FUND FOR DENTAL HEALTH: (www.ada.org)

The OHA/AFDH considers requests from any qualified individual institution or organization within the United States for the support of research or training program for a maximum of three years. The Fund's Board has defined four areas as being of primary interest at this time: (1) quality assurance, (2) access, (3) prevention, and (4) improving the educational process. The project must show promise of producing new results or information applicable to the dental profession. Guidelines for proposals may be obtained by contacting the Director of Programs, Oral Health America/American Fund for Dental Health, 211 East Chicago Avenue, Suite 820, Chicago, IL 60611. Deadline is Sept. 1st.



AMERICAN DENTAL ASSOCIATION, COMMUNITY PREVENTIVE DENTISTRY AWARD:

The American Dental Association through the Council on Community Health, Hospital, Institutional and Medical Affairs reviews entries for the annual "Community Preventive Dentistry Award."

The program, sponsored through a grant from Johnson & Johnson Dental Care Company, recognizes those who have developed and/or implemented significant preventive dentistry projects. A \$2,000 award is presented to the top winner. Awards of \$300 may be granted for other meritorious entries.



Any individual or organization responsible for creating and/or implementing a community program concerned with some aspect of preventive dentistry may enter. Appropriate community activities involve members of the dental team and include

school programs, programs for special populations and high risk groups, media public information programs, and private practitioners' community education activities and/or treatment programs. Preventive dentistry includes oral hygiene instruction, plaque control, the use of fluorides and sealants for prevention of caries, early intervention programs for periodontal disease, nutrition education and relevant patient motivation.

Additional brochures and entry applications are available upon request from the Council on Community Health, Hospital, Institutional and Medical Affairs, American Dental Association, 211 East Chicago Avenue, Chicago, IL 60611. Phone inquiries may be made by calling the Council at 312-440-2879. Entries must be acknowledged by a state or local dental society, dental school, or state dental director, as indicated on the application. Xerox copies of the entry application are accepted. All entries must be postmarked by June 1st. (www.ada.org)

ASSOCIATION OF SCHOOLS OF ALLIED HEALTH PROFESSIONS:

Scholarship of Excellence Award-8 awards of \$1,000 each are given each year. The new investigators award given to one qualified applicant each year includes a stipend of \$5,000 plus travel funds to attend the ASAHP Annual Conference. Submission guidelines and application materials are available on the web at www.asahp.org or by calling the ASAHP at (202) 293-4848.

HISPANIC DENTAL ASSOCIATION:

To encourage entry of Hispanics into oral health careers, the Foundation was created in 1995 and now administers four different scholarship funds. Each fund has its own unique purpose, and each has its own benefactor. Applications for membership and scholarships, and further information, can be obtained from its national office at HispanicDental@hdassoc.org.

NATIONAL DENTAL HYGIENE ASSOCIATION:

The NDHA is an organization for licensed dental hygienists who have graduated from accredited dental hygiene programs and dental hygiene students who are enrolled in accredited programs. The NDHA is committed to cultivating and promoting the art and science of dental hygiene. The NDHA is especially active in efforts to enhance access to oral healthcare for under-served communities in the United States. The NDHA aims to provide a professional foundation for minority dental hygienists and dental hygiene students. Scholarship programs are available. <http://www.ndhaonline.org/>

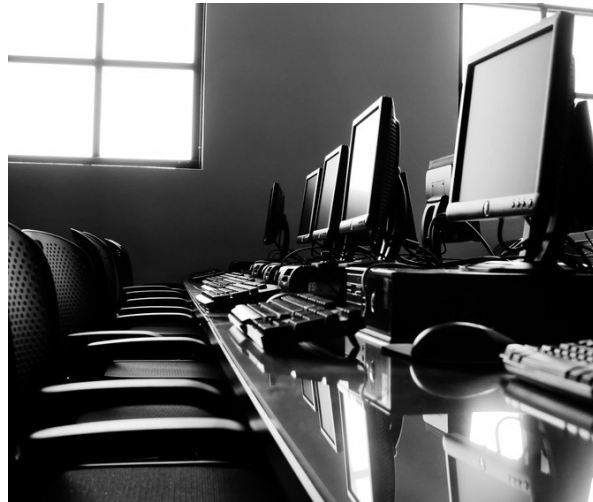
AMERICAN DENTAL HYGIENISTS' ASSOCIATION:

The Ohio Dental Hygienists' Association (ODHA) offers a variety of scholarships for students. Applications for scholarships and further information can be obtained by following this link: <http://odha.net/scholarships/>

Appendix B: Technical Standards

INTERNET ACCESS AND EMAIL

All OSU students need an OSU Internet username and password. Much of the communication between the university and students is via e-mail, and students are expected to check their OSU e-mail regularly. Your user name and password gives you access to other secure online services such as registration and viewing your grades, so it is important to keep your password private and change your password occasionally. To activate your account, go to the OSU Account Management site acctmgt.service.ohiostate.edu, click the OSU Internet username link, and select Activate Account.



Appendix C: Useful Links

New Students To Do List From the Graduate school:

http://www.gradsch.osu.edu/Depo/PDF/New_To_Do.pdf

Dental Hygiene Master's Program:

<http://dentistry.osu.edu/prospective-students/dental-hygiene-programs/graduate-program-dental-hygiene>.

Graduate School Handbook:

<http://www.gradsch.osu.edu/graduate-school-handbook1.html>

All students should read and abide by the Code of Student Conduct and other policies and procedures contained in this guide. The code covers academic misconduct such as plagiarism and cheating as well as student behavior on and off campus.

<https://ocio.osu.edu/help> Policies on responsible use of web, e-mail, and other resources: 614-292-1302 or 614-688-HELP.

<http://www.gradsch.ohio-state.edu/index.html> The Graduate School homepage, with links to the Graduate School Handbook and many forms

<http://dent.osu.edu/advancededucation/> College of Dentistry Office of Graduate Studies

<http://buckeyelink.osu.edu/> Essential Ohio State resources and services for students

<http://registrar.osu.edu/staff/bigcal.asp> Academic calendar

<http://orrrp.osu.edu/irb/> Human subjects Institutional Review Board

<http://ccts.osu.edu/> The Center for Clinical and Translational Science, with resources and information related to clinical research at OSU.

<http://ular.osu.edu/> University Animal Laboratory Resources

http://www.icmje.org/urm_main.html Uniform requirements for manuscripts submitted to biomedical journals. This is a good source of information about ethical considerations related to carrying out and reporting the results of research projects. It also provides recommendations about specific elements of editing and writing.

