YOUNGSTOWN STATE UNIVERSITY

To: Graduate Council Members

From: Sal Sanders, Dean, Graduate College

Date: Sunday, November 19, 2021

Re: Graduate Council Minutes

**Minutes of the November 2021 meeting held on**

**Wednesday, November 17, 2021**

**Present:** Patrick J. Bateman, Christopher Bellas, Ewelina Boczkowskia, Douglas Genna, Linda Hulburt-Blosser, J. Paul Louth, Valerie O’Dell, Jake Protivnak, Sal Sanders, Virgil Solomon, Joseph Spurio, Angie Urmson Jeffries

**Excused:** Lauren Cummins, Kendra Fowler,Tomi Ovaska

The meeting called to order by Chairperson O’Dell.

1. **October 2021 meeting minutes approved** (5 Approve, 2 Approve with Edits and 3 Abstain)
2. **Transition from minutes to Graduate Council Meeting Summary**  
   Several members expressed concern with the length of the transcript and the effort it would require for them to review and edit. Members prefer the format offered by minutes. We will continue to provide minutes of the meetings.
3. **Committee Chair reports**
   1. **Admission and Appeals Committee Chair: J. Paul Louth**Paul Loth reports that there is one appeal by a student in the physical Therapy program that is in progress.
   2. **Graduate Curriculum Chair: Virgil Solomon**- October Circulation Memo – Approximately 50 items are informational and do not need to go through the curriculum committee. There was a change in the pre-requisite for a social work course.
   3. **Exceptions Chair: Sal Sanders** – No exceptions came to the committee since the last report.
   4. **Grievance Chair: Christopher Bellas** – No grievances to report.
   5. **GSAC**  
      Joseph Spurio reported that the members of the Graduate Student Advisory Council met yesterday to discuss the Diversity of Scholarship proposals, and they have reached their final decisions on who will be presenting. The event will be held Thursday, December 2nd at 5:30 in the President's suites in Kilcawley Center. There are no other updates or issues to mention from any of the colleges.
4. **Program Representation on College Graduate Studies Committees (Patrick J. Bateman)** See proposal below
5. Patrick Bateman presented the proposal that he submitted (See below). There was a great deal of discussion regarding the proposal. Discussion included revisiting this proposal for all programs, however CIM may have limitations. A motion was made: When a program reaches 50% of the total graduate enrollment of a college, there must be a graduate committee for that program and this committee must be separate from the College Graduate Committee. Unanimously approved. Motion passed. Dean Sanders will contact impacted programs of effective date once accommodation can be made in CIM.
6. **Informational item: Time limit for Graduate Certificates**   
   Angie Urmson-Jeffries informed council members that the time to complete graduate certificates is set at 6 years
7. **College of Graduate Studies – Strategic Plan (Revised Version)**   
   Sal Sanders informed council members that Rich VanVoorhis and Dan Van Dussen are revising the plan – integrating suggestions and feedback received. The revised should be able for review and consideration for acceptance by Graduate Council at our next meeting.
8. **Dean Sanders’s comments**  
   Sal Sanders expressed thanks to everyone for their work on Council and their input during this meeting. We will work on trying to figure out how to implement the change that just got approved. How we implement the change will determine the effective date for this change.

The meeting was adjourned at 5:21pm.

**Proposal for Program Representation on College Graduate Studies Committees:**

Context for need to change the policy on the structure of graduate studies committees within colleges to be revised as existing policy does not account for effects brought about by two very important changes that have occurred over the past 1.5 - 2 years:

* **Change 1:** the reorganizations of departments/divisions/areas across the university, and
* **Change 2**: the impact of the large-scale graduate initiative partnership agreement, which has led to some programs on campus to be a very large/extremely large component of graduate programs within a college.
  + For example, within the WCBA the MBA is constitutes ~92% of graduate students within the college. The remaining 8% split among the three other graduate programs. Other colleges are starting to see similar trends as well.
  + The MBA now constitutes ~32% of all graduate students at the university, up from about 16% a few years back.

**These changes have created some real issues that need to be resolved.**

Change 1 has created a challenge, as the restructuring has resulted in graduate studies committees having faculty, from programs now within a division or college, having input into decisions on the design of curricula in domains they possess little/no knowledge (i.e., programs within colleges are now much less homogenous than prior). While some aspects of program design are clearly cut across domains, IMO, this is not good for a variety of reasons in developing, managing, or quality programs. At the Graduate Council meeting, colleagues in other colleges/divisions/areas signaled they are seeing/feeling this too.

Change 2 has created a challenge, for the exact reason you note, the disproportionate size of some programs is going to thwart the ability of other programs to feel they can advocate for their programs. This is inevitable.  In addition, this can also impact the ability of some programs to adapt quickly given the market they compete. What needs to be done, or what is important, or how quickly it needs done, for a program of one size (small or large), may very well not make any sense for a program of a different size (smaller or larger).

Proposal for discussion

1. Given issue brought about by Change 2: within colleges, programs that reach a certain size – whether that be a certain number of student or a percent threshold of a college’s overall graduate student population – will have a separate, standalone committee. Note, decisions of a committees would still flow through a college’s dean before going to graduate council.

OR

1. Given issue brought about by Change 1 (and would also address issue2), College Graduate Studies Committees are done away with completely. They are replaced with either Program Committees for each program, or Committees for a Collection of Homogenous Programs (where it makes sense), as this is where the decision making really needs to be happening. An additional layer does not facilitate effective or efficient decisions, so why add another layer?  Note, decisions of a committees would still flow through a college’s dean before going to graduate council.

**Informational item: Procedure for Cat 1:**

Angie will go through current listing of Category 1 Graduate Faculty and update those with terminal degree in field.  (Conferring with Chair/Dean when needed.)

Those Category 1 without a terminal degree in their field will need to renew as usual.  (This should be a small group.)

Angie will work with HR as new faculty are hired to grant category 1 status to those with terminal degree in field, as appropriate.

Current faculty who do not hold Category 1, but have a terminal degree, can contact College of Graduate Studies/ Angie and we will facilitate granting status.  This request could also come from chairs/college deans.