**YOUNGSTOWN STATE UNIVERSITY**

**College of Graduate Studies – Graduate Council Minutes**

**Wednesday, January 27, 2021**

**TEAMS – 4:00 pm**

**Final – Approved 2-27-2021**

**Present**: Valerie O’Dell, Chair, Christopher Bellas, Ewelina Boczkowska, Lauren Cummins, Kendra Fowler, Christine McCullough, Tomi Ovaska, Jake Protivnak, Virgil Solomon, Sal Sanders, Angie Urmson Jeffries, Linda Hulburt-Blosser

**Excused:** Patrick J. Bateman, Sherri Lovelace-Cameron, Dolores Sisco, Chanda Weigel, Stephanie Profera

Once a quorum had been met the meeting was called to order.

1. A Motion for approval of the November 27, 2020 meeting minutes was presented and Jake Protivnak moved to accept and this was seconded by Eweling Bockowska. The motion passed unanimously.
2. Committee Reports
3. Admission and Appeals Committee Chair: Dolores Sisco

The Admission and Appeals Committee heard two appeals of academic suspension. The first appeal was from a student in the Financial Economics Program. The program director did not support the appeal due to the past performance. The Appeals Committee denied the appeal. The second appeal was from a student in the Industrial Engineering program. This student was early in the program and the program director supported the student’s return for another term. The Appeals committee granted the appeal. This report was accepted by Graduate Council members. **See Attachment #1.**

1. Graduate Curriculum Chair: Virgil Solomon

 Virgil Solomon reviewed the items presented for change beginning with Items 2020-21:63-81. **See Attachment #2 -** January 8, 2021, Circulation Memo.

1. Exceptions Chair: Sal Sanders

 The member of the Exceptions Committee unanimously approved a request for

 An exception to the GRE requirement requested by Dr. Shields. This exception permitted an applicant to be admitted to the MSN program and College of Graduate Studies without taking the GRE despite having an undergraduate GPA of less than 2.7. Graduate Council Exceptions Committee members unanimously granted Dr. Colwell’s request to waive the requirement for letters of reference for admission to the MRC program for an applicant.

1. Grievance Chair: Christopher Bellas

 Nothing to report at this time.

1. GSAC: Stephanie Profera and Chanda Weigel

No Report.

1. Graduate Faculty – Category 1
	1. STEM

Feng Yu, School of Computer Science, Information, and Engineering Technology

Jeanette Garr, Chemical Engineering

Alan Jacobs, Physics, Astronomy, Geology and Environmental Science

Peter Norris, Chemistry

John Sullins, CSEIT

 A motion was made to approve the STEM faculty applications for the Category 1 membership. The applications were reviewed and recommended by the College Graduate Studies Committee. The motion was unanimously approved.

* 1. BCLASSE

Laura Beadling, English and World Languages

A motion was made to approve the BCLASSE faculty application for the Category 1 membership. The application was reviewed and recommended by the College Graduate Studies Committee. The motion was unanimously approved.

* 1. BCHHS

John Hazy, Criminal Justice and Consumer Sciences

A motion was made to approve the BCHHS faculty application for the

Category 1 membership. The application was reviewed and recommended by the College Graduate Studies Committee. The motion was unanimously approved.

* 1. CCA&C

Christine McCullough, Art

A motion was made to approve the CCA&C faculty application for the

Category 1 membership. The application was reviewed and recommended by the

College Graduate Studies Committee. The motion was unanimously approved.

* 1. WCBA

Christina Saenger, Marketing

Jeremy Schwartz, Accounting and Finance

A motion was made to approve the WCBA faculty applications for the

Category 1 membership. The applications were reviewed and recommended by the College Graduate Studies Committee. The motion was unanimously approved.

* 1. Changes to Graduate Council seats in 2021-22 due to college changes reorganization

 Angie Urmson Jeffries explained how the reorganization of colleges would affect the number of representatives from each college. Following a discussion, a motion was made by Jake Protivnak that each council member would complete their existing term and that gradually we move forward to having two representatives per college. This was seconded by Virgil Solomon and the motion passed unanimously.

1. Issues related to new pay schedule for graduate assistants and doctoral fellows – Sal Sanders

There was a change made in the way pay was distributed for graduate assistants and doctorial fellows beginning in Fall 2020. The changes were made to accommodate the new FLAC system where it pays part-time faculty during the term. The details were put into each student’s graduate assistant agreement or their doctoral fellow agreement, which clearly stated these new terms of pay semester by semester.

However, some students did not read their contract and just assumed they would get paid over the break and the holidays. Sal apologized to anyone whose graduate assistant was distraught about this change, and he and will do a better job of communicating this information by sending out email reminders before any changes are made.

1. Graduate Assistant Allocations for FY 2022

You may recall that we had an ad hoc committee formed to address this issue and we came to a consensus to just reallocate everything in the same proportions. The committee did not make any significant changes to the allocation for right now. Looking forward to maybe two years out so there would be time for people to plan for the change. Planning will give the programs a chance to deal with the restructuring. Please review the copy of the allocations, noting a few changes in the discretionary positions. There have been a lot more students being funded by external grants, especially in the STEM area, but other areas as well. The Graduate Studies has been able to pick up the cost of the fringe benefit to pay for their remission of tuition fees. **See Attachment #3**

1. Readmission Policy – Sal Sanders

 There is a copy of the Proposed Readmission Policy included with the agenda.

Our goal is to make it easier to re-admit students if they do not attend more than a few semesters. They have already been accepted once and because they took a break from being a student, we should just re-admit them to the same program. If they are going into a different program, the language may be slightly different. If they have been out more than two years, then the program director would be consulted or referred to the Exceptions Committee. This would apply to any of our students including the students in the Academic Partnerships. This is a step toward better customer service and becoming more student-friendly.

A motion was made by Jake Protivnak to revise our Readmission Policy consistent with the language that Dean Sal Sanders has proposed. This was seconded by Tomi Ovaska. The motion was unanimously approved. This information will now be posted on our website and written in our Graduate Catalog. **See Attachment #4.**

1. Dean Sanders’s Comments

Sal Sanders provided an update on Gray and Associates, Inc., an outside consulting firm that is helping us to improve program reviews and with identifying the new programs to bring onboard to the University.

Sal encouraged all Council Members to attend the next Academic Senate Meeting. The Provost will be demonstrating the dashboard that they have been working on. This is an opportunity to be well-informed, and have a voice regarding our graduate programs.

According to our 14th-day enrollment, you will see we are up 30% compared to this time last year. Sal thanked everyone for their hard work. There is some substantial growth in the Academic Partners programs, some stability in our graduate programs, and some newer initiatives, like the Ph.D. in Health Sciences. This program is growing much faster than we had predicted. We are now requiring more faculty to deal with the number of students that might need to do dissertation work.

Sal thanked the Council Members for their work in recruiting students and making sure they are successful in their programs.

The meeting was adjourned at 4:55 pm.

 Respectfully submitted by

Linda Hulburt Blosser

Linda Hulburt-Blosser, Administrative Assistant

College of Graduate Studies, Coffelt Hall

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**Attachment #1**

Exceptions Committee Report to Graduate Council for January 2021

Committee Membership: Dr. Sal Sanders, Chairperson

Dr. Virgil Solomon,

Dr. Valerie O’Dell

The members of the Exceptions Committee unanimously approved a request for an exception to the GRE requirement requested by Dr. Shields. This exception permitted an applicant to be admitted to the MSN program and the College of Graduate Studies without taking the GRE despite having an undergraduate GPA of less than 2.7. Graduate Council Exceptions Committee members unanimously granted Dr. Colwell’s request to waive the requirement for letters of reference for admission to the MRC program for an applicant.

Report submitted by Sal Sanders on 1/25/21.

**Attachment #2**

Graduate Curriculum Committee Meeting Minutes

January 8-26, 2021

Email Meeting

Members Participating: Virgil Solomon (chair), Daniel Ayana, Christopher Bellas, M. Kathleen Cripe, Faramarz Mossayebi, Christine McCullough, Ying Wang

Student Reps.: Olga Gutan, and Francine Hazy

Graduate Curriculum Committee Meeting Minutes

January 8-26, 2021

**2020-21:63** Graduate Certificate in Public Health (Addition of a new graduate certificate.)

**2020-21:64** Graduate Certificate in Public Health-Research (Addition of a new graduate certificate.)

**2020-21:65** Graduate Certificate in Public Health-Administration (Addition of a new graduate certificate.)

**2020-21:66** GEOG 5805 *Remote Sensing 1.* (Delete a 5800 level course.)

**2020-21:67** GEOG 5806 *Remote Sensing 2.* (Delete a 5800 level course.)

**2020-21:68** GEOG 5810 Geographic *Information Science 1.* (Delete a 5800 level course.)

**2020-21:69** GEOG 5811 *Geographic Information Science 2.* (Delete a 5800 level course.)

**2020-21:70** GEOG 5814 *3D Modeling and GIS.* (Delete a 5800 level course.)

**2020-21:71** MBA 6970 *Global Business.* Economic, cultural, political and legal differences across countries create unique challenges in today's global business landscape. To become more effective managers in this global arena, participants will examine how these issues impact the management of finance, marketing, operations, and human resources. 3 s.h. (Change of credit hours.)

**2020-21:72** Program Change.  Master of Business Administration. Changes to allow flexibility for transfer courses and student choice. Revision of terminology: concentrations to specializations and hybrid to flex. Clarification of admission language.

**2020-21:73** NURS 7017 *School Nurse Role Practicum.* Application of concepts, theories, and research from school nurse courses in a variety of settings. Prereq.: none. 1-5 s.h. (change to course description and prereq.)

**2020-21:74** NURS 7018 *Nursing Curriculum Design.* Focus on nursing curriculum development, design, and implementation. Foundations of nursing curriculum, curriculum designs, and development of frameworks and learning strategies to achieve outcomes, and competencies in nursing education. Prereq.: none. 3 s.h. (change to course description and prereq.)

**2020-21:75** NURS 7019 *Nursing Instructional Methods.*Theoretical foundations and analysis of teaching strategies in academic and clinical settings promoting critical thinking, clinical judgment, assessment techniques, and learning outcomes in a variety of nursing education and healthcare settings. Prereq.: none. 3 s.h. (change to course description and prereq.)

**2020-21:76** NURS 7020 *Evaluation in Nursing Education.* Methods, frameworks, basic principles, and strategies for nursing educational evaluation, including assessment, designs, curriculum and program evaluation tools, agency accreditation processes,  and measurement tools of scoring and grading. Prereq.: none. 3 s.h. (change to course description and prereq.)

**2020-21:77** NURS 7021 *Nurse Educator Role.*Examination of concepts, theories and research related to the nurse educator advanced practice role development including teaching, learning, technology, evaluation strategies, leadership, marketing skills, and nursing education practice in academic and health care delivery settings. Prereq.: none. 3 s.h. (change to course description, hours and prereq.)

**2020-21:78** NURS 7022 *Nurse Educator Role Practicum.* Field experience and application of concepts, theories, research findings, teaching strategies, learning, technology, evaluation strategies, leadership, and marketing skills from nursing education courses in a variety of nursing education and healthcare settings. This practicum will consist of 150 hours and to be taken with NURS 7021. Prereq.: NURS 7018, NURS 7019, NURS 7020 and NURS 7021 3 s.h. (change in course prereq. and hours.)

**2020-21:79** NURS 7038 *Adult-Gerontology Acute Care 1 Practicum.* Supervised clinical practicum in an acute care facility Emphasis is placed on the APRN-patient/family relationship collaborating with the health care team and health information technology. Prereq.: NURS 7037, NURS 7039, NURS 7041. 3 s.h. (change in course description and hours.)

**2020-21:80** RESP 5820 *The Respiratory Care Profession.* Study of origins, current role, and future directions of respiratory care profession within the framework of the current health care environment. Examination of professional resources is also included. Prereq.: Active membership in American Association for Respiratory Care and acceptance in the MRC program. 3 s.h. (new 5800 swing course.)

**2020-21:81** RESP 5860 *Technology Applications for Health and Human Services.* Exploration of technology applications for education, presentations, communications and management in Health and Human Service disciplines. Creation of digital media such as audio and/or video files, spreadsheet macros, e-portfolios and Web-based applications of various technologies will be required. Application of technology to education, supervision or management will be evaluated through the completion of a technology-enhanced project. Prereq.: Acceptance in MRC program or permission from program director. 3 s.h. (new 5800 swing course.)

**2020-21:82** RESP 5880 *Advanced Management of the Ventilator Patient.* Course will present current classifications, evidence-based research and application of mechanical ventilator concepts in critical care areas. Technical capabilities of modes will be described along with optimal settings. Current protocols in RC will also be discussed. Prereq.: Acceptance in the BSRC, BSRC degree advancement/completion program or Master of respiratory care program, junior standing, or permission of program director. 3 s.h. (new 5800 swing course.)

**2020-21:83** PSYC 6955 *Psychopathology.* The study of abnormal behavior with an emphasis placed on psychopathological conditions. Prereq.: enrollment in the School Psychology Program. 3 s.h.  (change in prereq and semester hours.)

**Attachment #3**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Graduate Assistantships Allocation for 2021- 2022 with GRA Allocations |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  | \*IPO to Identify | GA | GRA | PhD | TA | Total |  |
|  |  |  |  |  |  |  |  |
| CGS - Discretionary  |  | 2 | 4 |  | 0 | 6 |  |
|  |  |  |  |  |  |  |  |
| WCBA  | 2  | 10 | 4 |  | 3 | 19  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| BCLASSE  | 4  | 26 | 4 |  | 13 | 47  |  |
|  |  |  |  |  |  |  |  |
| CCA  | 1  | 6 | 4 |  | 2  | 13  |  |
|  |  |  |  |  |  |  |  |
| BCHHS  | 1  | 5 | 4 | 1 | 3  | 14  |  |
|  |  |  |  |  |  |  |  |
| STEM  | 6  | 18 | 4 | 4 | 39  | 71  |  |
| Total  | 14  | 67 | 24 | 5 | 60  | 170 |  |
|  |  |  |  |  |  |  |  |
| Note: GRA allocations may be appointed as a GA  |  |  |  |  |  |  |  |
| Note: All allocated assistantships will be appointed using the general fund account  |  |  |  |  |  |  |  |
| Note: Grad College Discretionary reduced by providing 1 Ph.D. position in BCHHS. |  |  |  |  |  |  |  |
| \*Dr. Nate Myers will meet with the college deans to determine the appointment criteria of GA or TA applicants the program wishes to recruit and the program(s) they wish to have him recruit for.  |  |  |  |  |  |  |  |
| If the International Programs Office (IPO) finds a person meeting the agreed-to criteria by APR 1 the program and college need to accept the candidate promptly. |  |  |  |  |  |  |  |
| If a candidate meeting the agreed-to criteria applies for an assistantship and the program/college fails to accept the candidate within 5 days they will forfeit an assistantship for the following year. |  |  |  |  |  |  |  |
| If IPO does not find a candidate meeting the agreed-to criteria by April 1st, the program can make the appointment in the normal fashion. |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

**Attachment #4**

**Proposed Readmission Policy:**

*An applicant in good standing that is seeking readmission into the same program in the College of Graduate Studies shall not be required to submit new supplemental items (including standardized tests). New transcripts will only be required for schools not indicated on the previous application. If the student has not been enrolled in graduate study at YSU for 2 years or less, the student can be readmitted without departmental review. If the student has not been enrolled in graduate study for more than 2 years, the Program Director will be consulted and may decide to review the application and provide a readmission recommendation, or may request that the student be readmitted without department review.*

*A student in good standing that is seeking readmission into a different program than the one to which they were last admitted,  will be required to submit all supplemental items required for admission to the new program. In cases where the GRE/MAT is a required application item, The GRE/MAT will be waived if the student has completed 9sh of graduate study with a GPA of 3.0 or above from a regionally accredited institution – if such a waiver is requested by the Program Director.*