**YOUNGSTOWN STATE UNIVERSITY**

**Graduate Council Meeting**

**Wednesday, November 30, 2022**

**TEAMS**

**4:00 p.m.**

**TEAMS – Video and Recordings Transcripts**

Attending: Valerie O’Dell, Chair, Patrick Bateman, Joseph W. Carucci, Lauren Cummins, Kendra Fowler, Douglas Genna, Paul Louth, Jake Protivnak, Virgil Solomon, Sal Sanders, Angie Urmson Jeffries, Linda Hulburt Blosser.

Not Attending: Christopher Bellas

GSAC- Marina Merlo and Alyssa Osman

Valerie O’Dell, Chair, called the meeting to order when the required number of members arrived.

 1. October 26, 2022, meeting minutes evote approved

 (6 Approved, 1 with edit, 0 Abstain)

2. Committee Chair Reports

 a. Admission and Appeals Committee Chair: J. Paul Louth

 After researching the MBA request for an appeal received in October, the Committee decided to deny the appeal.

 b. Graduate Curriculum Chair: Virgil Solomon

 Virgil commented on the items they discussed this month with the Graduate Programs changes. The new courses in music, history, and literature that we

 reviewed was approved after the receipt of a new syllabus. It is a good thing

 there are plenty of changes in the graduate programs across the University. Please see Attachment #1.

 c. Exceptions Chair: Sal Sanders

 There was one request for the Doctor of Nursing Practice degree in RN.

 The student had a bachelor’s degree, but not in nursing. The Committee

 unanimously approved the requested exception.

 d. Grievance Chair, Christopher Bellas

 Christopher Bellas was unable to attend this meeting.

 He indicated that he had nothing to report.

 e. GSAC- Marina Merlo and Alyssa Osman

 Marina Merlo has nothing to report at this time.

3. Grade exclusion (Replacing grades/retake excluded from GPA)

 - Patrick Bateman

 Patrick Bateman stated we previously started talking about if a student’s grade falls below a 3.0 GPA in their program.

 He would like to see us have a policy where individuals can retake a grade

 and it’s the highest grade that remains in the GPA.

 In other graduate colleges, Valerie O’Dell, Nursing, indicated that their program in Nursing had different guidelines and students could not take more than one failing grade again and still be considered for their graduate nursing program.

 Jake Protivnak, Counseling, said they expect that if a student does not receive a grade of “C” more than twice, they do not continue in the program. Also, there

 could be some confusion about whether they are retaking the second internship or

 just continuing forward.

 Sal Sanders indicated they did talk with the Office of Records about this because this would go for all programs if we do it, and they have no way to restrict this program by program. We invited them to come to talk with us at the next

 meeting. Allowing them to weigh in on this is important because this is a complex

 issue as far as record keeping and GPA processing.

 The discussion continued, but basically, this will be on the January meeting

 agenda. Sal suggested that we get a draft ready ahead of time and vote on it at the next meeting.

 Angie Urmson Jeffries will contact the Records Office and schedule this meeting.

4. Swing courses (5000 level): role, expectations, and system issues in using them (problems with students registering for them) - Patrick Bateman

 Who should be taking these courses? Is there a way to ensure that two groups of low unenrolled courses would meet a substantial number? Are graduate students taking these courses?

 Sal Sanders responded that they are not supposed to be taking under-graduate

 courses. They are supposed to be taking upper-level courses, and that’s why

 they’re at a 5000 level. They are not supposed to have lower-level learning

 objectives. They are upper-level courses that allow undergraduates to take them

 with permission. Graduate students are supposed to have another project added to what they have to complete to get graduate credit for the course.

 Sal Sanders will send out the descriptions of all the different course levels and send it out to everybody. (Please see Attachment #2)

5. Admission Appeal/Exception Request, who can initiate? - Patrick Bateman

 Patrick Bateman would like us to be able to restrict who can initiate an appeal for

 the student/program director/coordinator.

 All University faculty and staff are considered school officials and have a legal

 responsibility under (the FERPA) Family Education Rights and Privacy Act to

 protect the confidentiality of the student education records. A form is required to release any information to a third party.

 Following the discussion, Patrick Bateman requested a motion which was

 seconded by Doug Genna. Valerie O’Dell put forth a motion that the only people

 who can initiate the appeals exception requests and see applicants, and students, are the program director/coordinator.

 The Motion was passed by all graduate faculty attending without any objections

 and it is officially accepted.

6. Discussion of the three-limit prerequisite/ deficiency policy for provisional admission into a graduate program-Chris Bellas

This discussion will be reviewed at the next meeting.

7. Sal Sanders –

 Sal Sanders indicated that the Graduate Council used to have a Policy Committee

 and was wondering if it is time to resurrect that Committee. Items could be

 discussed and brought back to Graduate Council with a final draft to review.

 If Graduate Counsel thinks that it is time to bring it back, I’m willing to add it to our roster of standing committees. They would go through all the details and

 bring them back here for the final discussion. It would be helpful with the number

 of items we’re starting to get now. It would be really helpful and it shows that

 people are actively involved to make things better for our Graduate students. Following a brief discussion, the Policy Committee is on hold for now.

That concludes our agenda for this meeting, and we are now adjourned at 4:55 pm.

Linda Hulburt Blosser

**Linda A. Hulburt Blosser, Academic Ops Specialist2**

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**Attachment #1 - Virgil Solomon – Graduate Curriculum Committee**

Graduate Curriculum Committee Meeting Minutes

November 10-November 29, 2022

Email Meeting

Members Participating: Virgil Solomon (chair), Daniel Ayana, Christopher Bellas, Joseph Carucci, M. Kathleen Cripe, Ying Wang, Samuel Baah (student representative)

Agenda: November 10, 2022 circulation packet

New Business:

Requested Action:

***The following items were approved:***

Master of Science in Environmental Sciences. Addition of a non-thesis track. Program Change.

Certificate in Biological Sciences. Inactivation of certificate. Program Change.

Certificate in Instructional Communication. Inactivation of certificate. Program Change.

Certificate in Enterprise Resource Planning. Inactivation of certificate. Program Change.

Master of Accountancy. Suspension of Admission. Program Change.

Master of Art in History. Suspension of Admission. Program Change.

Master of Science in Education, Curriculum and Instruction-Math. Suspension of Admission. Program Change.

Master of Science in Education, Curriculum and Instruction-STEM. Suspension of Admission. Program Change.

Master of Science in Education, Curriculum and Instruction. Change of Admission Requirements. (Informational item).

MSE in Chemical Engineering. Change of degree requirements and addition of an internship plan and accelerated option. Program change.

MSE in Civil and Environmental Engineering. Change of degree requirements and addition of an internship plan and accelerated option. Program change.

MSE in Electrical and Computer Engineering. Change of degree requirements and addition of an internship plan and accelerated option. Program change.

MSE Industrial and Systems Engineering. Change of degree requirements and addition of an internship plan and accelerated option. Program change.

MSE in Mechanical Engineering. Change of degree requirements and addition of an internship plan and accelerated option. Program change.

Certificate in Data Analytics. Removal of prerequisite from DATX course requirements. (Informational item).

Master of Science in Education in Counseling. Change of degree requirements to meet new accreditation standard. Program change.

Master of Health and Human Services. Change of admission requirements, removal of comprehensive exam, change of degree requirements. Program change.

Certificate in Health Care Management. Update to program requirements to reflect course changes. Program change.

Master of Athletic Training. Adjustment of course sequence and addition of 1 credit hour. Addition of interview to admission requirements. Program change.

Educational Specialist in School Psychology. Change of degree requirements. Program change.

CHEM 6983 Non-thesis Research. Preparation of a written and oral report on a relevant chemical topic. The written and oral report will be evaluated by a three-membered committee chosen by the student and instructor. This course is mandatory for all non-thesis Chemistry Masters students and should be taken in their final semester. 3 s.h. (Add a new 6900 level course).

MATH 6924 Galois Theory. Course deactivation. (Informational item).

ACCT 6905 Business Tax Planning and Research 1. Course deactivation. (Informational item).

ACCT 6908 Auditing Theory and Practice. Course deactivation. (Informational item).

ACCT 6909 Management Information and Control Systems. Course deactivation. (Informational item).

ACCT 6912 Advanced Management and Cost Accounting. Course deactivation. (Informational item).

ACCT 6930 Financial Accounting Regulation. Course deactivation. (Informational item).

ACCT 6935 Research Accounting and Tax. Course deactivation. (Informational item).

ACCT 6945 Accounting Ethics and Professionalism. Course deactivation. (Informational item).

ACCT 6960 Seminar in Accounting. Course deactivation. (Informational item).

ACCT 6968A Special Topics Research Accounting and Tax. Course deactivation. (Informational item).

ACCT 6968B Special Topics in Accounting Internship. Course deactivation. (Informational item).

ACCT 6968C Special Topics in Accounting MAcc Income Tax Preparation. Course deactivation. (Informational item).

ACCT 6968D Special Topics in Accounting Capstone Experience. Course deactivation. (Informational item).

ACCT 6968F Fraud. Course deactivation. (Informational item).

ACCT 6968R Special Topics in Accounting Integrating Design Thinking with Accounting Decision Making. Course deactivation. (Informational item).

ACCT 6968T Special Topics in Accounting Integrated Design Think. Course deactivation. (Informational item).

ACCT 6968U Special Topics in Accounting Creative Problem Solving. Course deactivation. (Informational item).

ACCT 6975 Business Tax Planning 2. Course deactivation. (Informational item).

COUN 7001 Counseling Practicum 1. Change of Prerequisite. (Informational item).

CRJS 5802 Corrections Law and Liability. Change of Prerequisite. (Informational item).

CRJS 5865 Gathering and Using Information in Criminal Justice. Change of Prerequisite. (Informational item).

CRJS 5875 Juvenile Justice System. Change of Prerequisite. (Informational item).

CRJS 6955 Independent Study. Change from Director to Advisor. (Informational item).

CRJS 6957 Readings in Criminal Justice. Change of Prerequisite. (Informational item).

CRJS 6998 Graduate Paper. Change of Prerequisite. (Informational item).

CRJS 6999 Research and Thesis. Addition of Course description (Informational item).

DATX 5805 Predictive Modeling Algorithms. Change of Prerequisite. (Informational item).

EDAD 7040 Clinical Practice for the Administrative Specialist. Candidates for administrative specialist licenses in areas of curriculum, instruction, and professional development or pupil services administration develop an individualized clinical plan and complete a set of tasks and an integrated project aligned with professional standards under the guidance of an appropriately licensed cooperating administrator. 3 s.h. (Changing course from a 7 week (1 s.h). to a full semester course 3 s.h).

EDAD 7040A Clinical Practice for the Administrative Specialist. Course deactivation. (Informational item).

EDAD 7040B Clinical Practice for the Administrative Specialist. Course deactivation. (Informational item).

FIN 6968A Special Topics in Finance Securities Analysis for Non-Business Majors. Course deactivation. (Informational item).

FIN 6968B Special Topic Business Valuation. Course deactivation. (Informational item).

GERO 6999 Research Methods. Course deactivation. (Informational item).

MATH 6995W Special Topics Applied Time Series Analysis and Forecasting. Course deactivation. (Informational item).

NURS 6900 Healthcare Issues and Trends. Change of Prerequisite. (Informational item).

PHLT 5804 Multicultural Health. Change of Prerequisite. (Informational item).

PHLT 5810 Agents of Mass Casualty. Change of Prerequisite. (Informational item).

PHLT 5812 Crisis Management in Public Health. Change of Prerequisite. (Informational item).

SCWK 6908 Research. Course deactivation. (Informational item).

SCWK 7004 Practice Evaluation. Course deactivation. (Informational item).

MUED 5814 Selected Topics in Music Education. Course title will be listed each semester in the Schedule of Classes.May be repeated for credit with different topics.. 3 s.h. (Change in prerequisite and semester hours).

MUHL 6980 Music and Society. The course is a critical exploration of a select historical, ethnographic, sociological or theoretical topic in music that has contemporary relevance. Topics may vary, drawing on the strengths and research interests of the faculty. Prerequ.: None. (Add a new 6900 level course).

MUTC 6922 Graduate Analysis. A graduate study of musical analysis. Topics may include Schenker, Riemann, set theory, twelve-tone theory, analysis of jazz improvisation, analysis of jazz composition, and analysis of jazz arranging techniques. (Change in Course title, course description, and prerequisites).

HHS 6960 Health Education and Promotion. Developing effective health promotion programs through a study of the history, philosophy, ethics, and values of health promotion. Prerequ.: Admission to the MHHS program or permission of the instructor. 3 s.h. (change in semester hours).

HHS 6989 Health Research Methods. This course serves as an introduction to major methodological issues and basic statistics in the social scientific study of health and healthcare. Major topics include: developmental perspective and conceptualization of change, basic developmental research design, conceptualization of research problems, research design, measurement, and data analysis. This course should enable students to formulate research questions, design studies, and determine measurement devices and methods of analysis from a developmental perspective. Prerequ.: None. 3 s.h. (Add a new 6900 level course).

HHS 7002 Long term Care. This course will introduce students to the following topics:
who needs long term care services and supports; population distribution of long term care and its current trends; long term care industry; human medicine and long term care; social structures and social inequalities in long term care; culture components of long term care; family care and social care; government, laws and social policies of long term care; and person centered care. Prerequ.: None. 3 s.h. (Add a new 6900 level course).

HRS 8965 Health professionals as community resource and advocates for social justice and health equity. Emphasizes the role of leadership, community organizing, strategic planning and marketing, health communication theory and practice in engaging diverse communities to create equity and improve community health. Prerequ.: None. 3 s.h. (Add a new 8900 level course).

HRS 8972 Qualitative Research Methods. This course is designed to provide students with the foundational knowledge about qualitative research methodology and how this method of research can be used in health and human service areas of research investigation. The course will focus on the theory and practice of conducting qualitative and mixed methods research. Learners will be introduced to each element of the design process from identifying research questions, theoretical frameworks, and various methods of data collection, data analysis and interpretation, and the ability to produce a qualitative research product. Data collection and analysis in qualitative research occur simultaneously, therefore, this course will examine data collection issues, ethics issues, bias, and beginning data analysis within the larger framework of qualitative research. Prerequ.: None. 3 s.h. (Add a new 8900 level course).

MAT 6901 Emergency and Acute Care. Change of Prerequisite. (Informational item).

MAT 6903 Foundations of Athletic Training Clinical Practice. Change of Prerequisite. (Informational item).

MAT 6910 Clinical Practice 1. Change of Prerequisite. (Informational item).

MAT 6915 Evaluation of Lower Extremity Pathologies. Change of Prerequisite. (Informational item).

MAT 6916 Therapeutic Interventions 1. Change of Prerequisite. (Informational item).

MAT 6925 Evaluation of Upper Extremity Pathologies. Change of Prerequisite. (Informational item).

MAT 6926 Therapeutic Interventions 2. Change of Prerequisite. (Informational item).

MAT 6930 Clinical Practice 2. Change of Prerequisite. (Informational item).

MAT 6936 Head and Spine Evaluation and Management. Change of Prerequisite. (Informational item).

MAT 6937 Athletic Training Healthcare Administration. Change of Prerequisite. (Informational item).

MAT 6946 General Medical Conditions Evaluation and Management. Change of Prerequisite. (Informational item).

MAT 6948 Clinical Practice 4. Change of Prerequisite. (Informational item).

MAT 6949 Advanced Medical Procedures. Change of Prerequisite. (Informational item).

MAT 6950 Evidence-Based Practice/Research. Change of Prerequisite. (Informational item).

MAT 6976 Comprehensive Approach to Healthcare. Change of Prerequisite. (Informational item).

MAT 6977 Athletic Training Healthcare Seminar. Change of Prerequisite. (Informational item).

MAT 6978 Clinical Practice 5. Change of Prerequisite. (Informational item).

MAT 6927 Capstone Project. This course will provide the student with the structure and support to develop an authentic Critically Appraised topic inquiry. The course will build on content addressed in previous courses too allow students to search, review, critique, and appraise the current research and evidence available. Each student will produce a written product critiquing the available literature to further understand best practices healthcare on their given area of interest. Students will be expected to submit the ﬁnal product for submission in a professional research journal. (Change to course title, course description and semester hours)

MAT 6938 Clinical Practice 3. This course will provide students an integrative experience focused on hands on clinical practice. Skills and knowledge learned in the Year 1 Spring courses will be applied during clinical experiences and through simulated opportunities. This course will be completed during an immersive clinical experience and simulated activities. Prerequ.: Successful Completion of Spring 1 Courses. 2 s.h. (Change to course description, prerequisite and semester hours)

SPSY 6908 Research Design and Statistics for School Psychology. This course takes a user-oriented approach to principles of research design, descriptive and inferential statistics, measurement, and varied data collection and analysis techniques as applied to the practice and scholarship of school psychology. Prerequ.: M.Ed. in Intervention Services track. 3 s.h. (Add a new 6900 level course).

SPSY 7490 Advanced Study and Practicum in Autism Spectrum Disorders. This course is designed to provide candidates with skills and experience related to early assessment and diagnosis of Autism Spectrum Disorder (ASD), including case conceptualization, the skills needed to create, modify, and/or adapt assessments, the ability to interpret assessments, classroom applications, implementation and evaluation of strategies and supports, and family-school collaboration. Special emphasis will be given to the application of ABA principles to classroom settings (discrete trial, analysis of verbal behavior, and direct instruction). Through didactic teaching and experiential learning via activities completed with students attending the Rich Center for Autism, candidates will gain knowledge of assessment, evidence-based interventions, treatment methods, and related issues affecting students with ASD and their families. Prerequ.: Ed.S. track in School Psychology. 3 s.h. (Add a new 7000 level course).

SPSY 7509 Family, School, & Community Systems. Change of Prerequisite. (Informational item).

**Attachment #2 – Course Numbering and Swing Course Information –**

Sal Sanders & Jake Protivnak

Course Numbering and Swing Course Information

Course numbering system - [https://ysu.edu/registrars-office/transcript-key](https://ysu.edu/registrars-office/transcript-key%20)

Specifics regarding Swing Courses: [https://ysu.edu/academic-senate/course-creation-tips](https://ysu.edu/academic-senate/course-creation-tips%20)

"Swing Courses" (5000 level or any graduate/doctoral level courses)

These courses will be created as two separate CRNs with adjustments made to workload hours. Graduates will register for one course and undergraduates for the other; instructors will have two rosters to review.

 [~https://ysu.edu/registrars-office/course-scheduling](file:///E%3A%5C~https%3A%5Cysu.edu%5Cregistrars-office%5Ccourse-scheduling)

/// End of November 30, 2022, Graduate Council Minutes **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**