**YOUNGSTOWN STATE UNIVERSITY**

**College of Graduate Studies - Graduate Council Minutes**

**Wednesday, November 13, 2019**

**Coffelt Hall Conference Room, 4:00 p.m.**

**Present:** Mark Womble, Chair, Patrick J. Bateman, Christopher Bellas, Lauren Cummins, Christine McCullough, Valerie O’Dell, Tomi Ovaska, Dolores Sisco, Virgil Solomon, Sal Sanders, Angie Urmson Jeffries,

**Student Representatives:** Jonathan G. Cambouris, (History), Errek M. Pham, (Biology)

**Excused:** Kendra Fowler, Paul Louth, Matthew Paylo

**Guest:** Provost Smith

1. Approval of the Minutes from October 23, 2019. Motion to approved Minutes with revised suggested editorial changes.
2. Mark Womble welcomed Provost Smith, who was invited to share his thoughts on the relationship between the Academic Senate and the Graduate Council. As the Provost, he would like to address his thoughts on the perception of shared governance.

He believes that a closer relationship between Graduate Council and the Academic Senate could be used to debate/review policies and procedures in a more formal structure.

In previous discussions, Graduate Council members felt that the current Policies and Procedures Handbook reflects decisions developed to meet the needs of the graduate faculty. Issues are brought to Graduate Council for review, discussions and voted on by the council members. Some more extensive issues may require further review and recommendations from the Policy Committee. Graduate Council does have the power to act on graduate matters.

Much of the Graduate Council agenda deals with our own issues, such as Graduate Curriculum actions and other committee reports. This allows for a quicker process and would be handled more proficiently within the Graduate Council meetings.

Following some open and honest discussion, Provost Smith suggested that the Graduate Council send their recommendations and decisions to the Senate Executive Committee or other appropriate sub-committee. It would also provide a mechanism to discuss broader issues that could be presented to the Board of Trustees.

It was suggested to send a report to the Executive Committee once a semester or twice a year, for example, December and early May. This would highlight the Graduate Council’s activities and provide a greater presence university wide. This would also support the idea of having a closer relationship with the Academic Senate.

Currently, we do not have a formal reporting mechanism to provide information on a regular basis. Dean Sanders currently serves as an administrator in the Academic Senate. This position provides for formalized communications from Graduate Council, and creates transparency and opportunities to get policies endorsed by the Board of Trustees.

No formal proposals were made and further discussion would follow at the next meeting.

1. Committee Reports
   1. Admission and Appeals Committee Chair: Dolores Sisco

There is nothing to report at this time.

* 1. Graduate Curriculum Chair: Virgil Solomon –November 6th Circulation Memo

The November Circulation Memo dated November 6, 2019 – Circulation packet Items 2019-20:17- 58. (See attachment)

Virgil Solomon provided an overview of the Graduate Curriculum report of requested action items. Items 17-31 were tabled at the college level.

Mark Womble requested that Item 2019:20-32 PHYT 8810, Human Gross Anatomy be held for further discussion regarding the pre-requisitions.

The remaining items listed were approved. A motion to accept this report was unanimously approved.

* 1. Exceptions Chair: Sal Sanders

A request to waive the GRE requirement for an applicant seeking admission to the College of Graduate Studies – Doctor of Philosophy in Health Sciences program without taking the GRE, was unanimously approved. The exception was requested by Dr. Ken Learman.

A request to waive the GRE requirement for an applicant with a GPA below 2.70, seeking admission to the College of Graduate Studies – Master of Music Performance program without taking the GRE, was unanimously approved. The exception was requested by Dr. Ewelina Boczkowska

* 1. Graduate Student Advisory Committee - Jonathan Cambouris and Errek Pham

The Committee met once this semester to assign responsibilities.

* 1. Grievance Chair: Christopher Bellas

There are no grievances to report.

1. Graduate Faculty
   1. STEM
      1. Thomas Madsen - Mathematics and Statistics

A motion was made to approve the STEM faculty application listed above for Category 1 membership. The application was recommended by the CGS committee. The motion was unanimously approved.

1. Dean Sanders’s Comments

Sal Sanders invited everyone to attend the 3-Minute Thesis final completion on **November 14th** @ 5:30 pm in Kilcawley Center. Six students will present their thesis/dissertation research in three minutes. An announcement with additional information is attached to the agenda.

Sal Sanders provided an update on the Interim Program Review process.

Sal Sanders reported on the progress of setting up an external Graduate College Advisory Committee, and he will be selecting members from the community. He is currently setting up objectives for this committee.

The meeting was adjourned.

Attachments