**YOUNGSTOWN STATE UNIVERSITY**

**Graduate Council Minutes – Updated - 9/29/2022**

**Wednesday, August 31, 2022**

**TEAMS – 4:00 PM -**

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

Not Attending; Jake Protivnak

No Guests:

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

1. The May 31, 2022, meeting minutes evote approved.

 (7 Approve, 0 Approved with edit, 1 Abstain).

2. Committee Chair Reports

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

We had three appeals over the summer and granted all three appeals, although there

were some conditions attached in certain cases. We have three appeals to look forward to.

b. Graduate curriculum Chair, Virgil Solomon

There are no August reviews for the Graduate Curriculum Committee, but I want to take this opportunity to wish all the Graduate Members, “Welcome back”. I hope you had a great summer, and I am looking forward to working with you this academic year as well. Thank you.

c. Exceptions Chair, Sal Sanders

Four exceptions were reviewed over the Summer and the 4th one was not supported by the Committee. Details are available in our written report.

d. Grievance – Christopher Bellas

There are no Grievances to report.

3. Grad Council Committee Nominations - Approved

1. Admission and Appeals Committee Chair, Paul Louth
2. Graduate Curriculum Chair, Virgil Solomon
3. Exceptions Chair, Sal Sanders
4. Grievance Chair, Christopher Bellas

4. College of Graduate Studies Strategic Plan Update – Sal Sanders

 We'll table the strategic plan until the next meeting.

5. College of Graduate Studies Annual Report – Sal Sanders

The Annual Report is due September 1st every year. It is uploaded to the Ohio Department of Higher EDS website. You can also access the report in our Microsoft Team folder.

The report includes a link to our policies and procedures for conducting program reviews.

The link points to information for Youngstown State University. A list of graduate programs that were reviewed and for each program, a summary of the findings related to program quality, student demand, and the extent to which the program meets regional, state, national and societal needs in the report.

A list of graduate programs that have not been reviewed in the past ten years with an explanation for the lack of review. I have provided a list of graduate programs that have not been reviewed in the past ten years with an explanation for the lack of review and a list of graduate programs for which admissions have been suspended is also provided. Only the newest of our programs haven’t been reviewed at all.

The most recent programs for which, admission has been suspended include the Master of Accountancy and the Master of Science in Applied Behavior Analysis.

The remaining programs to which admission has been suspended include the Master of Arts in American Studies, Master of Arts in Art Education, the Master of Fine Arts, and Creative Writing. Master of Arts in Gerontology, Master of Fine Arts, and Interdisciplinary Visual Arts. Master of Music, History, and Literature and Master of Science in Nursing – Nurse Anesthetist Option.

There is also a report on any dual credit programs we have. The Master of Athletic Training Program, Economics, Financial Economics, Mathematics, Public Health, and Respiratory Care are all dual credit programs.

Also reported are the number of students and number of courses that were involved, as well as the student’s GPA, mean GPA, credit hours, and mean credit hours that students have taken over the past year.

These programs can provide an advantage to students enabling them to finish their degrees a lot quicker.

A report on each program evaluated is provided.

6. Review of Graduate Grading Scale description. (See current description below)

And some of this discussion came about because all of our transcripts just have the same descriptions of what grades mean. The undergraduate and the graduate are both just really the undergrad descriptions and the graduate.

The catalog suggests that we use different descriptions for ABCs and D and Fs.

And yet, when the students see their transcript, it just shows the undergrad descriptions. I asked Angie to look into this, and she talked to Julie Felix, in the Records Office. Right now, this is what is in our current catalog.

I will tell you there is one thing I will bring to this committee soon. It is a new definition of full-time for people working on thesis and dissertations.

At the next meeting, I would like to see if anybody has all their coursework done, but

they're registered for even one hour. They would be considered full-time if they were working on their thesis or dissertation. Because they run out of classes to take if they have an extended research project and they're working full time on their research, but we're not designating it properly. I'd like to change that.

Following some very interesting discussions on this subject, we are looking to change our criteria to:

A = The grade of **A** indicates excellent performance for students in graduate courses.

B = The grade of **B** indicates average performance for students in graduate courses.

C = The grade of **C** indicates below-average performance for students in graduate courses.

D = The grade of **D** carries no graduate credit but will be used to determine the student’s grade point average.  Failure will normally be indicated by a **D**.

F ­= The grade of **F** carries no graduate credit but will be used to determine the student’s grade point average. A grade of **F** indicates that the student still has not achieved even a minimum grasp of the essentials of the course.

Everyone agrees to this change and Angie will send it to the Records Office.

The question was asked if we will be able to get these changes in the catalog. Angie Urmson Jeffries answered that she will need to check on this, and if not, it may have to wait.

7. Changes to Provisional Suspension Policy – Sal Sanders

Some issues need to be resolved yet. A small committee to review the process was suggested to come to a decision or leave it as it is. There was a stopgap here today to just look at (9) credit hours policies. They agreed it would be good to consider all students’ GPA after they complete nine (9) hours. Anyone interested in this serving on a committee to consider this further should contact Sal Sanders directly.

8. Dean Sal Sanders’s comments

Sal Sanders thanked everyone for their hard work, especially with the admissions. We are hitting a record number of graduate students enrolled. More than 2000 graduate students are enrolled. This is the first-time enrollment is more than 2000 students (headcount). This is due in large part to the online programs (especially the MBA).

Appreciation was expressed to everyone for continuing to do what they are doing to retain and bring in new students.

Efforts to target enrollment into the Computer Information Master’s degree was mentioned. The enrollment in this program is 20 to 80 plus students. Wim Steelant, Dean of the College of STEM, Dr. Nate Myers, Associate Provost for International & Global Initiatives, and the Graduate College worked on a campaign that could be a very large influx of students in the graduate college over the next year.

Thanks to all members for going above and beyond to set policies and procedures to help others.

Valerie asked if there is anything else to share, and if not, the meeting is adjourned at 4:47 pm.

Sincerely,

**Linda Hulburt Blosser**

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

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**Grading Method and Procedures**

The following grading system is used in reporting a final evaluation of the work of graduate students in courses in their research.

. A grade of **A** indicates excellent.

. A grade of **B** indicates good.

. A grade of **C** indicates average.

. The grade of **D** carries no graduate but will be used to determine the student’s grade point average. Failure will normally be indicated by a **D**.

. The grade of F carries no graduate credit but will be used to determine the student’s grade point average. A grade of **F** indicates that the student has not achieved even a minimum grasp of the essentials of the course.

(Sal Sanders – Written Approved Report #1)

Exceptions Committee Report to Graduate Council for June, July, and August 2022 Committee Membership: Dr. Sal Sanders, Chairperson Dr. Virgil Solomon Dr. Valerie O’Dell. The members of the Graduate Council Exceptions Committee unanimously approved an exception to the GRE requirement for admission to the Principal Licensure Certification Program as requested by Dr. Cripe. This exception will permit the applicant to be admitted to the program without taking the GRE, despite having an undergraduate GPA of less than 3.0. The members of the Graduate Council Exceptions Committee unanimously approved Dr. Landgraff’s request for an exception to waive the required application materials for applicants to the YSU Physical Therapy program for an international applicant who is already a physical therapist. This exception will permit the applicant to apply for the DPT program without submitting the required supporting documents other than the application and transcripts. The members of the Graduate Council Exceptions Committee unanimously approved an exception to the GRE requirement for admission to the Master of Education program as requested by Dr. Beese. This exception will permit the applicant to be admitted to the program without taking the GRE. The members of the Graduate Council Exceptions Committee unanimously denied a request by Coach Hernandez for an exception to the admission requirements to permit a student to be admitted to the MBA without meeting the requirement of a GMAT (or GRE equivalent) score of 500.

Report submitted by Sal Sanders on 08/30/22.