**YOUNGSTOWN STATE UNIVERSITY**

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

**Wednesday, April 22, 2020**

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

**Minutes Approved by E-Vote**

April 2020 meeting minutes approved via e-vote: 8 approved, 1 approved with edits emailed to Linda and 1 abstention.

**Present**: Mark Womble, Chair, Patrick J. Bateman, Kendra Fowler, Paul Louth, Christine McCullough, Valarie O’Dell, Matthew Paylo, Dolores Sisco, Virgil Solomon, Sal Sanders, Angie Urmson Jeffries

**Student Representative:** Jonathan Cambouris

**Excused**: Christopher Bellas, Lauren Cummins, Tomi Ovaska, Errek Pham

**Guest:** Nate Myers, Associate Provost, International Programs Office

1. The March 2020 meeting minutes approved via e-vote: 9 approved with one clarification “Patrick Bateman suggested that unemployed people in our area could benefit from pursuing an MBA degree within the **next** year.
2. Language Testing/Admission Requirements: Nate Myers

Nate Myers presented an overview of the company [Duolingo.com](file:///C:\Users\lahulburtblosser\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\9G6N8ATZ\Duolingo.com). Their headquarters are located in Pittsburgh Pennsylvania. He also provided this website which provides a list of other institutions that accept the Duolingo English Test.

[(https://englishtest.duolingo.com/institutions)](C:\\Users\\lahulburtblosser\\AppData\\Local\\Microsoft\\Windows\\INetCache\\Content.Outlook\\9G6N8ATZ\\(https:\\englishtest.duolingo.com\\institutions))

International Programs has some experience using this program with undergraduate students since 2017. There is no contract required for Duolingo. We have the option to open submissions or turn off at any time.

Duolingo.com is a language-learning website and mobile app, as well as a digital language proficiency assessment exam. The app and the website are accessible without charge, although Duolingo also offers a premium service for a fee of $50.00. For many students, the process of taking the English proficiency tests can be challenging. For example, difficulty getting to the location of the testing sites, expenses for travel and accommodations, and the higher cost for taking the test.

Most universities require students to take a test that assesses their English-speaking ability. The most common tests of English skills are the TOEFL and IELTS. Duolingo would be a third option to access English language proficiency. The DET offers many advantages to admissions offices and applicants such as on-demand accessibility, low cost, secure remote test proctoring, and rapid score reporting, as well as an integrated video interview and writing samples. They also offer Score interpretation and and Score comparison tables to TOEFL and IELTS scores.

Some universities have opted to supplement standardized test scores by requiring some or all candidates to sit for video-recorded interviews. This assessment option is recommended for program directors who are selecting Teaching Assistants. This is because Teaching Assistants have to meet a higher level of English speaking proficiency. We would continue to waive the language requirement in those countries we have deemed to have a good experience with the English language. Nate Meyers offered to answer any questions.

Following a period of discussion, a motion was made to accept the use of the Duolingo English Test (DET) as a new option in addition to the TOEFL and IELTS tests. The motion passed with no objections or abstentions.

See attachment #1

1. Graduate Faculty

STEM

* + 1. S. Cory Brozina, Mechanical and Industrial Engineering
    2. Neil Flowers, Mathematics
    3. Douglas Genna, Chemistry
    4. Darrell Wallace, Mechanical and Industrial Engineering

1. A motion was made to approve all STEM faculty applications for the Category 1 membership. All applications were recommended by the CGS committee. The motion was unanimously approved.
2. Committee Reports
   1. Admission and Appeals Committee Chair: Dolores Sisco

Nothing to report at this time.

* 1. Graduate Curriculum Chair: Virgil Solomon

Virgil Solomon reviewed and answered any questions regarding the Curriculum items approved at the April 14, 2020 meeting. Please see the attached report for the circulation packet –2019-20:97-114, 117-118.

* 1. Exceptions Chair: Sal Sanders

The Graduate Council Exceptions Committee has unanimously approved exceptions to the GRE requirement for admission to the Ph.D. in Health Sciences for two applicants as requested by Dr. Learman.

A blanket waiver for the GRE requirement in countries where it is not available at this time because of the Coronavirus pandemic was approved.

* 1. GSAC: Jonathan Cambouris and Errek Pham

Nothing new to report at this time.

* 1. Grievance Chair: Christopher Bellas

No new Grievances to report.

1. Dean Sanders’s Comments -

Sal Sanders talked about the transition to remote learning. One of the problems is for students who have a research project that cannot be conducted off-campus. A number of these students are in the College of STEM. Sal asked for a report to estimate how much time it might take to complete their research. Faculty have been asked to work with the students and plans are being made for other options. The Governor is now talking about easing back some of these restrictions as early as May 1, 2020, or when he feels comfortable with making this decision.

Sal anticipates a potential decrease in the amount of state subsidy coming to the University. Students will be making decisions that will impact our enrollment. The positive impact might be that students may decide to stay closer to home and not attend other institutions since classes are now online.

Fall enrollment is showing a slight increase in applications at the graduate level, but we will need to wait and see how many enroll in classes. The largest impact would be international students as some embassies aren’t open to approve them to get out of their county.

Nate Myers has previously talked about preemptively sending out some of the required documents and paying for the mailing. We don't have a huge percentage of our enrollment that are international students, so this may not impact our overall enrollment figures.

Sal said a task force has met to discuss a policy change to allow people other than full-time faculty to work or chair thesis and dissertation committees. Sal will bring some proposals to the next meeting.

1. Best Wishes to Mark Womble on his retirement!

Sal Sanders thanked Mark for his extraordinary leadership not only on Graduate Council but for all the work he has done serving on sub-committees as well. Mark has always shown good judgment, asking questions, and thinking about possible outcomes. Mark will be greatly missed, and the council members wished him a very successful and happy retirement. The members approved this with an enthusiastic round of applause.

Mark Womble thanked everyone and said he would be glad to continue until a new chair has been elected. There were no objections to Mark continuing to help us out for the last meeting. Sal thanked him for his generous offer.

Nominations for the 2020-21 Grad Council Chair should be submitted before the next Graduate Council meeting.

The meeting was adjourned at 4:35 pm.

Respectfully submitted,

Linda Hulburt Blosser

Administrative Assistant

The College of Graduate Studies

**Attachment #1 from Nathan Meyers, Ph.D.**

**Duolingo**

1. About the Company
   1. Based in Pittsburgh
   2. In 2012, Began as a language learning app for smartphones
   3. Duolingo commits to bringing serious learners up to advanced beginner/early intermediate proficiency through the app
   4. In 2016, Duolingo launched the DET – Duolingo English Test to compete with TOEFL/IELTS
2. About the DET
   1. Costs $50 (TOEFL costs $215)
   2. Take it from anywhere
   3. Eliminates need to travel to a testing center
   4. Combines speaking, grammar, reading comprehension and writing to produce an overall DET score
      1. Recommended DET Master’s Score: 105
      2. Recommended DET Doctoral Score: 115
   5. All Graduate Program Directors would have access to a login which would enable them to view a video of the speaking sample from the DET
   6. Test is currently used by 915 institutions [(https://englishtest.duolingo.com/institutions)](https://englishtest.duolingo.com/institutions)
      1. Institutions include
         1. Kent State Univ.
         2. Miami Univ. (Oxford)
         3. Bowling Green State Univ.
         4. Univ. of Cincinnati
         5. Univ. of Dayton
         6. College of Wooster
         7. Univ. of Akron
         8. Univ. of Toledo
         9. Yale
         10. Dartmouth
         11. Univ. of Pittsburgh
3. Observations from IPO
   1. Movement toward online testing detached from location
   2. IPO first began using this for UG exchange students in 2017 - DET has gotten more reliable in our experience

Nathan Myers, Ph.D.

Associate Provost, International & Global Initiatives

Youngstown State University

Youngstown, Ohio USA

330.941.2336 - [www.ysu.edu/ipo](http://www.ysu.edu/ipo)

**Attachment #2**

Graduate Curriculum Committee Meeting Minutes

April 14-21, 2020

Email Meeting

Members Participating: Virgil Solomon (chair), Daniel Ayana, Christopher Bellas, M. Kathleen Cripe, Christine McCullough Student Reps.: Brian Duricy, Errek Pham

Members Excused: Faramarz Mossayebi, Ying Wang

Agenda: April 14, 2020 circulation packet –2019-20:97-114, 117-118

New Business:

### The following items were approved:

**2019-20:97** ECON 5824 *Applied Time Series Analysis of Economic and Business Data*. An in-depth analysis of time series models and their applications to problems in economics and business. Emphasis on forecasting. Extensive use of standard computer programs. Prereq.: ECON 2610 and STAT 4817 or ECON 3790 or (ECON 3788 and ECON 3789) or (ECON (ECON 3788 and BUS 3700). 3s.h. (Change of prerequisites of a swing course.)

**2019-20:98** ECON 5861 *SAS Programming for Data Analysis*. An introduction to SAS programming for data analytics. Topics include using SAS for data processing, manipulation, visualization, reporting, and statistical analysis. The objective is for students to develop statistical computing skills for problem solving and decision making. Cross listed: STAT 5811. Prereq.: STAT 2601 or STAT 3717 or STAT 3743 or ECON 3790, or ECON 3788 and ECON 3789, or ECON 3788 and BUS 3700.). 3s.h. (Change of prerequisites of a swing course.)

*Approved after correction of prerequisite..*

**2019-20: 99** Program Change. Master of Accountancy. Changes to admission requirements and degree requirements.

### 2019-20:100 FNUT 6972 *Maternal and Child Nutrition Clinical*. Selected supervised experiential learning providing opportunities for application of the nutritional care process to the maternal and child population. One hour discussion weekly and eight hours of supervised experiential learning for a total of 60 hours. Prereq.: FNUT 4872. 3 s.h. (Addition of a new 6900 level course.)

*Approved after correction of hours and title.*

### 2019-20:101 FNUT 6973 *Nutrition and Aging Clinical*. Supervised experiential learning providing opportunity for application of advanced dietetics processes in a long-term care setting. One hour of discussion and twelve hours (12) of supervised experiential learning weekly. Prereq.: FNUT 4873. 3 s.h. (Addition of a new 6900 level course.)

*Approved after correction of prerequisite and title.*

**2019-20:102** Program Change. Master of Respiratory Care. Changes to degree requirements. CJFS 6942 is no longer offered as a web based course so it is being replaced with CJFS 6940 Statistical Techniques in Health and Human Services.

### 2019-20:103 PHYT 8902 *Functional Anatomy. Study of kinetics*, kinematic variables, and mechanical properties of tissue; motion analysis: posture, gait and functional activities; environmental contexts and constraints; and life span applications. Prereq.: Admission to DPT Program. 4 s.h. (Change of course hours.)

### 2019-20:104 PHYT 8970 *Scientific Writing in Health Sciences*. This course will address four major areas of written communication for the scientific process: institutional review board, grant writing, thesis/dissertation, and writing for manuscript submission. This course will engage the student in the activity of writing clear and concise documents that are readable to large diverse audiences while remaining technically proficient. The course will address common pitfalls to written communication and will culminate in a project that is peer reviewed. Prereq.: None. 3 s.h. (Addition of a new 6900 level course.)

**2019-20:105** Program Change. Health Sciences. Changes to admission requirements and degree requirements.

### 2019-20:106 TEMC 6940 *Inquiry into Current Issues in Middle-Level Education.* (Delete a graduate course.)

### 2019-20:107 TEMC 6954 *Middle School: Theory, Research, and Practices.* (Delete a graduate course.)

### 2019-20:108 TEMC 6955 *Field Experience: Middle Years School/Community Collaboration.* (Delete a graduate course.)

**2019-20:109** Program Change. Master of Music, Music Education. Changes to admission requirements and degree requirements.

**2019-20:110** Program Change. Master of Music, Music Performance. Changes to admission requirements and degree requirements.

**2019-20:111** Program Change. Master of Music, Jazz Studies. Changes to admission requirements and degree requirements.

**2019-20:112** Program Change. Master of Music, Music History and Literature. Changes to admission requirements and degree requirements.

**2019-20:113** Program Change. Master of Music, Music Theory and Composition. Changes to admission requirements and degree requirements.

### 2019-20:114 CSIS 5838 *Graphics and Animation for Gaming*. Design and implementation of 3D computer games. Development of 3D characters, including surface creation and effects, skeletal and facial rigging, and motion and animation. Programming those characters in a 3D game engine, including scripting, level and game design, and game physics. Prerequ.: CSIS 3737 3 s.h. (Change of course description and prerequ.)

**2019-20:117** OMBA 6992 *Planning and Fiscal Management in Health and Human Services*. his course examines the principles of strategic planning and fiscal management in relation to Health and Human Services Organizations. Emphasis is placed on the specific role of the program director in leading and managing an organization in collaborative efforts and community planning. The course prepares the student to analyze the impact of fiscal management on resource allocation, personnel management, decision making, and future planning through the development of an individualized strategic plan. Prereq.: Admission into the OMBA program. 3 s.h. (Addition of a new 6900 level course.)

**2019-20:118** Program Change. Nurse Anesthetist. Changes to admission requirements and CIP Code.

**Attachment #3**

**Exceptions Committee Report to Graduate Council for April 2020**

Committee Membership

Dr. Matt Paylo

Dr. Sal Sanders, Chairperson

Dr. Virgil Solomon

Dr. Mark Womble

The Graduate Council Exceptions Committee has unanimously approved exceptions to the GRE requirement for admission to the Ph.D. in Health Sciences for 2 applicants as requested by Dr. Learman.

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**As of March 23, 2020, the at-home test is available in the United States, Canada, Colombia, France, Germany, Italy, Spain, Hong Kong (China) and Macau (China).** <https://www.ets.org/s/cv/gre/at-home/>

Report submitted by Sal Sanders on 4/22/20. //