



Youngstown State University—an urban research university—emphasizes a creative, integrated approach to education, scholarship, and service. The University places students at its center; leads in the discovery, dissemination, and application of knowledge; advances civic, scientific, and technological development; and fosters collaboration to enrich the region and the world.

ACADEMIC SENATE AGENDA

Wednesday, March 4, 2020 at 4:00 P.M.

Room 132 · DeBartolo Hall

1. **[4:00 PM] Call to Order/Certification of Quorum**
2. **[4:01 PM] Approval of Agenda**
3. **[4:02 PM] Approval of Minutes from February 5, 2020 and February 19, 2020 meetings** (not available)
4. **[4:04 PM] Senate Executive Committee Report** – Chet Cooper, Senate Chair
 - Recognition of the National Champions, the Intercollegiate Ethics Bowl Team
5. **Ohio Faculty Council Report** – No Report
6. **Charter and Bylaws Committee** – No Report
7. **Report of the Elections/Balloting Committee**
8. **[4:15 PM] Reports from Other Senate Committees**
 - a. Academic Events Committee – No Report
 - b. Academic Programs Committee – Mary Beth Earnhardt, Chair (see attachment)
 - c. Academic Research Committee – No Report
 - d. Academic Standards Committee – No Report
 - e. General Education Committee – No Report
 - f. Honors Committee – No Report (meeting minutes attached)
 - g. Library Committee – Jacob Labendz, Chair (verbal report)
 - h. Professional Conduct Committee – No Report
 - i. Academic Grievance Committee – No Report
 - j. Undergraduate Curriculum Committee – Tom Wakefield, Chair (see attachments)
 - k. Technologies Committee – No Report
9. **[4:25 PM] Unfinished Business**
 - a. Defining the Major and the Minor – Mary Beth Earnhardt, ASAP Task Force (see attachment)
10. **[4:50 PM] New Business**
11. **[5:00 PM] Adjournment**

**NEXT SENATE MEETING:
Wednesday, April 1, 2020 at 4:00 P.M.
Room 132, DeBartolo Hall**

REMINDER:

Last Senate meeting of the academic year will be held on Wednesday, April 29, 2020

Date **March 4, 2020** Report Number (For Senate Use Only) _____

Name of Committee Submitting Report
Academic Programs Committee

Committee Status: (elected chartered, appointed chartered, ad hoc, etc.)
Appointed Chartered

Names of Committee Members:

Mary Beth Earnhardt (Chair), Monica M Merrill, Margie Briley, Mike Costarell, Jason Walker, Yogesh Uppal, Justin Shaughnessy, Omer Genc, Thomas P. Wakefield, Phyllis Paul, Julie I Felix, Jayne E Caputo, Kevin E Ball, Dave Asch, Amy Crawford, Bill Buckler, Joe Palardy, Michele Schaper

Upcoming Meetings:

March 31, April 7, April 14

Proposals Approved: Since our last report to the Academic Senate the Academic Programs Committee (APC) approved the following proposals. These proposals are reported for informational purposes only.

22	22: Bachelor of Science in Applied Science in Electrical Engineering Technology
28	28: Bachelor of Engineering in Electrical Engineering, Traditional Track
29	29: Bachelor of Engineering in Electrical Engineering, Computer/Digital Track
30	30: Bachelor of Engineering in Electrical Engineering, Biomedical Track
422	422: Certificate in Homeland Security
342	342: Bachelor of Engineering in Civil Engineering
333	333: Associate of Arts in Business Administration
264	264: Bachelor of Science in Business Administration in Marketing: Management Track
266	266: Bachelor of Science in Business Administration in Advertising and Public Relations
270	270: Bachelor of Science in Business Administration in Human Resource Management
274	274: Bachelor of Science in Business Administration in Business Administration
258	258: Bachelor of Science in Business Administration in Accounting
259	259: Bachelor of Science in Business Administration in Finance, Financial Management Track
262	262: Bachelor of Science in Business Administration in Marketing: Sales Track
20	20: Bachelor of Science in Applied Science in Mechanical Engineering Technology

Do you anticipate making a formal motion relative to the report? **No**

If substantive changes in your committee recommendation are made from the floor, would the committee prefer that the matter be sent back to committee for further consideration? **Yes**

NOTES:

- **The committee will not consider any proposal that is not in the workflow of the APC chair on or before April 1, 2020. Proposals that come in after this deadline will remain in the system until Senate committee work resumes in Fall 2020.**

Report respectfully submitted by:

Mary Beth Earnhardt, Chair APC 2020-21 (Department of Communication)

Academic Senate Honors Committee 2019-2020
Meeting Minutes
Thursday, October 17, 2019 11:00 am – Fok Hall

Attendance: Taci Turel, Diana Fagen, Casey Henderson, Tom Wakefield, Ron Shaklee, Amy Cossentino, Amy Weaver.

Approval of September 2019 meeting minutes

Provided the results of Department Chair survey. There seems to be confusion about a general capstone.

Discussion about Honors capstone in other universities

Taci provided information about Honors capstone at Auburn

Amy C. provided information about comprehensive capstone information contained on the University of Maine website.

Diana Fagan provided capstone information about University of Texas – Austin and Texas A&M.

Discussion about subissues related to honors:

How can we work with students who have AP credit?

Could the AP Math AB 5 score count for Math 1571H? Tom will talk with faculty.

Can we have an honors after the fact. Got AP credit and then comes to YSU, assignment of another paper, would the department be willing to add the designation after the fact? Completed the same assignment. What faculty would review? How would this align with existing responsibilities?

Scheduled next meeting for Friday, **November 15, 2019 at 9:00am**

Academic Senate Honors Committee 2019-2020
Meeting Agenda Minutes

Friday, November 15, 2019 9:00 am – Fok Hall

Present: Amy Weaver, Ron Shaklee, Nicolette Powe, Tom Wakefield, Taci Turrel, Katie Cripe, Amy Cossentino, Swati Sethi

1. Review of October 2019 meeting minutes - Approved
2. Reviewed Honors Academic Committee Description form and will submit form. Changes were submitted with the committee's recommendations to the composition section as follows:
The committee shall be composed of a minimum of eight faculty members with representation from each undergraduate college of the University, two undergraduate students who are, or have been, enrolled in honors courses, and two representatives from administration, one of whom shall be the Dean of the Honors College, who are nonvoting ex officio members. Additional members may be appointed by the Dean of the Honors College.
3. Select working group: YSU Honors capstone – thesis, creative project, study abroad, service-learning, interdisciplinary project, etc.
4. Discussion of Follow-up Tom reviewed information with the faculty in regards to the Math AP Placement Could the AP Math AB 5 score count for Math 1571H? Tom talked with faculty. BC 1571H and 1572H. Going to write a memo to Amy Gordon. Per the charge of the academic senate committee students should be given honors credit.
5. Discussion of planning for different types of capstones –
 - a. Thesis
 - b. Research
 - c. Study Abroad
 - d. Service-learning
 - e. Interdisciplinary
 - f. Student teaching/clinical, etc.
 - g. Internships
6. Next meeting: Doodle poll January

From YOUNGSTOWN STATE UNIVERSITY ACADEMIC SENATE BY LAWS (April 2015)

ACADEMIC SENATE COMMITTEES: BRIEF DESCRIPTIONS/CHARGES

Honors Committee

The committee shall be responsible for making recommendations to the Academic Senate as to policy related to honor courses and programs. The committee shall have authority to approve an honors section of any course currently listed in the YSU Bulletin. Such approval shall not be subject to further approval by the University Curriculum Committee.

VACANCIES: All faculty positions are open for appointment by the Senate Executive Committee. Student and Administrative members are appointed by their respective authorities.

From Jessica Derenburger to review (November 2019):

CHARGE: The committee shall be responsible for making recommendations to the Academic Senate as to policy related to honor courses and programs. The committee shall have authority to approve an honors section of any course currently listed in the YSU Bulletin. Such approval shall not be subject to further approval by the University Curriculum Committee.

COMPOSITION: The committee shall be composed of eight faculty members with representation from each undergraduate college of the University, two undergraduate students who are, or have been, enrolled in honors courses, and two representatives from administration, one of whom shall be the Director of the Honors Program, who are nonvoting ex officio members.

COVER SHEET TO BE ATTACHED TO ALL REPORTS SUBMITTED TO THE ACADEMIC SENATE

Date **2/19/2020** _____ Senate Meeting Date 3/4/2020 __ Report # (Senate Use Only) _____

Intended Action: **Informational** x **Senate Vote** ____ **Consultative/Advisory** ____

Name of Committee Submitting Report: University Curriculum Committee

Committee Status: (elected chartered, appointed chartered, ad hoc, etc.) appointed chartered

Names of Committee Members

Elected Members

Appointed Members UNIVERSITY CURRICULUM

[Tom Wakefield, CSTEM \(Chair\)](#)

Karen Larwin, BCOE

Susan Clutter, BCHHS

Julia Gergits, CLASS

Christine McCullough, CCAC

Dana Davis, BCHHS

Nicolette Powe, BCHHS

Birsen Karpak, WCBA

Jozsi Jalics, CSTEM

Sepideh Khavari, CSTEM (non-voting)

Jay Lilley, Student

Mary Beth Earnhardt, Programs Chair (ex officio)

Sue Miller, Admin. (ex officio)

Jenn Pintar, Admin. (ex officio)

Michele Schaper, Admin. (ex officio)

Jayne Caputo, Admin. (ex officio; courtesy appt.)

Please write a brief summary of the report the Committee is submitting to the Senate:

The list of courses approved at the 2/19/2020 meeting of the UCC is attached. The courses from Nursing will be reviewed once syllabi are received.

If substantive changes in your committee recommendation are made from the floor, would the committee prefer that the matter be sent back to committee for further consideration?

Introduction and Rationale

Revised Policy/Policies (when applicable)

Recommendation

Undergrad Curr Committee Chair (54)				
Code	Title	Status	Initiator	Received
BIOL 3701	BIOL 3701: Biomathematics Seminar	Deleted	tpwakefield	2/10/2020
BIOL 4882	BIOL 4882: Mathematical Biology Research	Edited	tpwakefield	2/10/2020
CHEM 1505	CHEM 1505: Allied Health Chemistry 1	Deleted	maserra	1/28/2020
CHEM 1506	CHEM 1506: Allied Health Chemistry 2	Deleted	maserra	1/28/2020
KSS 1563	KSS 1563: Rock Climbing	Edited	fjbosso	1/28/2020
MATH 2623	MATH 2623: Quantitative Reasoning	Edited	tpwakefield	1/22/2020
MATH 2651	MATH 2651: Mathematics for Early Childhood Teachers 1	Edited	tpwakefield	1/22/2020
MATH 3702	MATH 3702: Problem Solving Seminar for Secondary Mathematics	Edited	tpwakefield	1/22/2020
MUEN 0004	MUEN 0004: University Chorus	Edited	dkeown	1/28/2020
PSYC 3763	PSYC 3763: Comparative Psychology	Deleted	jejuergensen	2/11/2020
PSYC 4860	PSYC 4860: Motivation	Deleted	jejuergensen	2/11/2020
STAT 2625	STAT 2625: Stat Lit and Crit Reasoning	Edited	tpwakefield	1/22/2020
TCOM 1595	TCOM 1595: Media Literacy and Culture	Edited	gharrison	1/28/2020

The following courses were returned to initiator for adjustments to syllabi or course classification:

CCET 2604	CCET 2604: Properties and Strength of Materials	Edited	rjkorenic	2/10/2020
CCET 2607	CCET 2607: Civil 3D	Edited	rjkorenic	2/10/2020
CCET 2620	CCET 2620: Transportation Technology	Edited	rjkorenic	2/10/2020
CCET 3735	CCET 3735: Heavy Highway Technology	Edited	rjkorenic	2/10/2020
CCET 3740	CCET 3740: Construction Management	Edited	rjkorenic	2/10/2020

CCET 4884	CCET 4884: Civil/Structural Facilities Design	Edited	rjkorenic	2/10/2020
ECON 3710	ECON 3710: Intermediate Microeconomic Theory	Edited	ohu	2/11/2020
ECON 3712	ECON 3712: Intermediate Macroeconomic Theory	Edited	ohu	2/11/2020
NURS 2643	NURS 2643: Health Assessment	Edited	nhwagner	2/7/2020
NURS 2643L	NURS 2643L: Health Assessment Laboratory	Edited	nhwagner	2/7/2020
NURS 2645	NURS 2645: Professional Nursing 1	Edited	nhwagner	2/7/2020
NURS 2645L	NURS 2645L: Professional Nursing 1 Laboratory	Edited	nhwagner	2/7/2020
NURS 2646	NURS 2646: Pathophysiology	Edited	nhwagner	2/7/2020
NURS 3710	NURS 3710: Nursing in the Community	Edited	nhwagner	2/7/2020
NURS 3710L	NURS 3710L: Nursing in the Community Laboratory	Edited	nhwagner	2/7/2020
NURS 3731	NURS 3731: Child Bearing, Family, and Women's Health Nursing	Edited	nhwagner	2/7/2020
NURS 3731L	NURS 3731L: Childbearing, Family, and Women's Health Nursing Laboratory	Edited	nhwagner	2/7/2020
NURS 3741	NURS 3741: Professional Nursing 2	Edited	nhwagner	2/7/2020
NURS 3741L	NURS 3741L: Professional Nursing 2 Laboratory	Edited	nhwagner	2/7/2020
NURS 3743	NURS 3743: Professional Nursing 3	Edited	nhwagner	2/7/2020
NURS 3743L	NURS 3743L: Professional Nursing 3 Laboratory	Edited	nhwagner	2/7/2020
NURS 3746	NURS 3746: Geriatric Health	Edited	nhwagner	2/7/2020
NURS 3749	NURS 3749: Nursing Research	Edited	nhwagner	2/7/2020
NURS 4832	NURS 4832: Nursing Care of Children and Families	Edited	nhwagner	2/7/2020
NURS 4832L	NURS 4832L: Nursing Care of Children and Families Laboratory	Edited	nhwagner	2/7/2020
NURS 4840	NURS 4840: Complex Care	Edited	nhwagner	2/7/2020
NURS 4840L	NURS 4840L: Complex Care Laboratory	Edited	nhwagner	2/7/2020

NURS 4842	NURS 4842: Mental Health Nursing	Edited	nhwagner	2/7/2020
NURS 4842L	NURS 4842L: Mental Health Nursing Laboratory	Edited	nhwagner	2/7/2020
NURS 4844	NURS 4844: Community Health Nursing	Edited	nhwagner	2/7/2020
NURS 4853	NURS 4853: Nursing Transitions	Edited	nhwagner	2/7/2020
NURS 4853L	NURS 4853L: Nursing Transitions Laboratory	Edited	nhwagner	2/7/2020
NURS 4855	NURS 4855: Comprehensive Nursing Summary	Edited	nhwagner	2/7/2020
PSYC 3709L	PSYC 3709L: Psychology of Education Lab	Edited	jrfarris	2/11/2020
PSYC 3720	PSYC 3720: Motivation	Added	jejuergensen	2/11/2020
REL 2624	REL 2624: Introduction to Buddhism	Added	mvopat	2/11/2020
REL 3850	REL 3850: Sex and Religion	Added	mvopat	2/11/2020
REL 4820	REL 4820: Special Topics in Religious Studies	Added	mvopat	2/11/2020
REL 4825	REL 4825: Methods and Study of Religion	Edited	mvopat	2/11/2020
SCWK 4820	SCWK 4820: Special Topics Elective in Social Work	Added	ddavis05	2/14/2020
SCWK 4821	SCWK 4821: BSW Independent Study	Added	ddavis05	2/14/2020

University Curriculum Committee Meeting

2-19-2020 11 am Provosts Conference Room

Members present:

Tom Wakefield
Susan Clutter
Jayne Caputo
Julia Gergits
Jenn Pintar
Michele Schaper
Birsen Kirpak
Sepidah Khavari
Jozsi Jalics
Nicollette Powe

Members excused but emailed their comments:

Karen Larwin
Chris M

The following courses were approved:

Undergrad Curr Committee Chair (54)				
Code	Title	Status	Initiator	Received
BIOL 3701	BIOL 3701: Biomathematics Seminar	Deleted	tpwakefield	2/10/2020
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STAT 2625	STAT 2625: Stat Lit and Crit Reasoning	Edited	tpwakefield	1/22/2020
TCOM 1595	TCOM 1595: Media Literacy and Culture	Edited	gharrison	1/28/2020

The following courses were returned to initiator for adjustments:

with comments:

- BIO 4882- Friendly amendment to change S.H from 1-3SH to 3 SH.
- CCET 2604- Missing pre-req and co-req
- All CCET courses are being rolled back to Carol to verify WH and SH, as all these courses had different formulas.
- ECON 3710 and 3712 were rolled back because no syllabus was submitted
- MUEN 00004, PSYC 3709L, and PYSC 3720 all had the old DSS address in the syllabi
- PSYC3720- Pre-req in the syllabi versus courseleaf is different and is rolled back to clean up the syllabus
- All REL courses were rolled back to correct the syllabi to add LO's, DSS, and Title IX information
- SW 4820 There was a question on from 1-6SH. Question Dana Davis about this course

CCET 2604	CCET 2604: Properties and Strength of Materials	Edited	rjkorenic	2/10/2020
CCET 2607	CCET 2607: Civil 3D	Edited	rjkorenic	2/10/2020
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NURS 3741	NURS 3741: Professional Nursing 2	Edited	nhwagner	2/7/2020
NURS 3741L	NURS 3741L: Professional Nursing 2 Laboratory	Edited	nhwagner	2/7/2020
NURS 3743	NURS 3743: Professional Nursing 3	Edited	nhwagner	2/7/2020
NURS 3743L	NURS 3743L: Professional Nursing 3 Laboratory	Edited	nhwagner	2/7/2020
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SCWK 4821	SCWK 4821: BSW Independent Study	Added	ddavis05	2/14/2020

Date **March 4, 2020** Report Number (For Senate Use Only) _____

Name of Committee Submitting Report
Academic Standards and Programs Task Force

Committee Status: (elected chartered, appointed chartered, ad hoc, etc.)
Ad Hoc

Names of Committee Members:

Mary Beth Earnhardt (Chair), Gary Walker, Joe Palardy, Julie I Felix, Kevin E Ball, Bill Buckler, Mary LaVine, Bruce Keillor, Mary Yacovone, Michele Schaper, Kimberly Verdone

Upcoming Meetings:
TBD

Report:

The ASAP task force met on Feb. 20 and discussed the issues brought to the floor during discussion. In addition, Earnhardt contacted Greg Morgione from the Office of General Counsel and he reviewed the language for the concern brought forth at the meeting. No major changes were made to the language (the opinion was that the language was legally sound). In order to address the concerns brought to the floor, the word “published” and the phrase “as listed in the Undergraduate Catalog” were added to strengthen the point that the minors are determined by the departments. In a few places “s.h.” was added to the numerals to clarify that they were in the unit of scheduling hours. The committee recommended changing “Students should declare a minor in their junior year” to ““Students should declare a minor prior to junior year.”

In regards to a plan to transition from uncapped minors to minors capped at 19 s.h., the committee decided a teach out (the system used when a program is deactivated) would be the best method. The goal would be to have all minors in compliance by AY 23-24. More details would need to be established, but because there are only a small set of minors that exceed 18 s.h., we would like the APC to work with those programs individually so the programs can continue to deliver and individual problems can be addressed.

When discussing double dipping, the task force felt that removing the language regarding double dipping as it relates to interdisciplinary minors could create problems. The Standards chair said there was additional double dipping language (in regards to the GenEd) that passed Senate several years ago (we have been unable to locate this language in the Senate minute archives). Also, with the lower number of 12 s.h. as state in the proposal, minors may become smaller. As we tried to work our way through hypotheticals related to this issue, we decided it was a discussion best suited for the Academic Standards Committee and the Standards Committee Chair said they could review this policy during the next Senate term. With that in mind, it is our recommendation that we retain the double dipping language until the issue can be addressed properly.

Certificate programs are not well defined at Youngstown State, there are plans to work on this, but they are in early phases. As it stands now, certificate programs don’t impact the language in the proposal.

RECOMMENDATION FOUR:

- Propose the following changes to the definitions of a major and a minor.
 - o Change minor to a minimum of 12 hours and a maximum of 19 hours; make a universal requirement that at least 6 s.h. is UD hour.
 - o Define the terms of an unofficial minor (draft language is based on current practice.)
 - o Add language about declaring a minor.

- Change the definition of a major to reflect the passing of the UD hour change (from 48 to 39)
 - Clarify the definition of a combined major.
- Draft language for proposed changes (proposed changes are highlighted and underlined):
- a. Define a minor as follows: A minor is an intellectual venture that broadens and deepens the student's intellectual growth. An intellectual framework and coherence are evident in the scope and sequence of the minor course of study. A minor is intended to contrast with or deepen the major or General Education and is to be taken in a discipline other than that of the major. In approved interdisciplinary minors, courses from the student's major discipline can be counted in the minor provided that the same courses are not counted toward the major. Each student must complete a minor, unless the student has a combined major or is enrolled in a professional or technical curriculum that does not require a delineated minor. Check with an academic advisor for specific information. A minor consists of at least **12** hours (**but no more than 19 hours**) of an approved **published** set of courses **as listed in the Undergraduate Catalog**. All grades in the minor must be "C" or better. Courses taken under the Credit/No Credit option may not be counted toward the minor. Upper-division courses must comprise at least **6** s.h. in the minor. An individualized minor may be developed and approved through the Individualized Curriculum Process (ICP). Transfer students may also use the ICP process for approval of a minor course of study. **An official minor is designated on the student's transcript at the time the degree is awarded. In some instances, (when extenuating circumstance are present) students who have taken courses that meet the guidelines of a minor (a minimum of 12 s.h. in a discipline with at least 6 s.h. at 3700-level or above), but do not have the designated courses of the official minor, may declare an unofficial minor to meet graduation requirements. Only courses that are part of the major curriculum (from the discipline being used for the unofficial minor) can count toward an unofficial minor. This must be agreed to by the Chair of the major department.** Each department develops the specific pattern or sequence of courses for any minor(s) it offers. However, the department in which the student receives the major is responsible for certifying that a student has completed a minor. Certification will be guided by the description of minors published in the *Undergraduate Catalog*. Courses taken for the minor may not be counted toward the student's major, and courses taken for a major may not be counted toward a student's minor. **Students should declare a minor prior to junior year.** For a list of minors and their requirements see Minors List.
 - b. Define a major as follows: A *minimum* of 120 semester hours must be successfully completed to earn a bachelor's degree. In addition to requirements stated under Candidacy for a Degree, the following requirements must also be fulfilled for a baccalaureate degree:
 - i. **Course Levels:** At least 60 semester hours must be completed in courses numbered 2600 or higher; at least **39** of these 60 hours must be in courses numbered 3700 or higher.
 - ii. **Majors:** Each student must complete a major. A department major consists of at least 30 semester hours of an approved set of courses from a single degree program. A combined major, in which courses are given by more than one program, consists of at least **42** semester hours. **At least two disciplines must be represented in a combined major with the core discipline having the majority and at least 12 s.h. coming from outside of the core (these 12 s.h. may be spread over multiple disciplines, but at least 6 s.h. must be 3700 level or above).** All grades in the major must be "C" or better. Each department determines the course requirements for its own major or majors. Responsibility for certifying that a student has completed a major rests with the chairperson of the major department. The student may be required to do more than the minimum stated in the preceding paragraph. As soon as a student has decided on a major, he or she should consult with the department chair of the major department. A major must be declared by the time a student has achieved junior standing. Early consultation with the department chair is strongly recommended, since in some departments the student must begin coursework related to the major during the freshman year or risk a delay in graduation.

Do you anticipate making a formal motion relative to the report? **Yes**

If substantive changes in your committee recommendation are made from the floor, would the committee prefer that the matter be sent back to committee for further consideration? **Yes, or other relevant Senate Committee**

NOTES:

Report respectfully submitted by:
Mary Beth Earnhardt, Chair ASAP Task Force