

CHAPTER **2**

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Requirements*

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- 1. YSU has a mission statement, formally adopted by the governing board and made public, declaring that it is an institution of higher education.**

Youngstown State University has a mission statement that defines the goals and programs of the University. The *Youngstown State University Mission Statement*—approved by the Board of Trustees on December 20, 1993—is published annually in both the graduate and undergraduate editions of the University *Bulletin*. The mission statement also appears in the strategic planning document *YSU 2000*. (*Undergraduate Bulletin*, p.4; *Graduate Bulletin*, p. 8; *YSU 2000*, pp. 11–13)

- 2. YSU is a degree-granting institution.**

The University grants associate, baccalaureate, and master's degrees and the Doctor of Education Degree. Degree programs are outlined in the appropriate graduate or undergraduate edition of the University *Bulletin*.

3. YSU has legal authorization to grant its degrees, and it meets all the legal requirements to operate as an institution of higher education wherever it conducts its activities.

Youngstown State University receives legal authorization to exist and confer degrees from Section 3356 of the *Ohio Revised Code* (pp. 688–91).

4. YSU has legal documents to confirm its status: not-for-profit, for profit or public.

The University is a public institution of higher education as defined by Section 3345.011 of the *Ohio Revised Code* (pp. 514–15).

5. YSU has a governing board that possesses and exercises necessary legal power to establish and review basic policies that govern the institution.

When Youngstown State University joined the Ohio system of state-assisted colleges and universities, the enabling legislation (*Ohio Revised Code*, Section 3356) established a Board of Trustees to “do all things necessary for the creation, proper maintenance, and successful continuous operation of the University.” The bylaws of the Board of Trustees were revised in 1995. The Board meets no fewer than four times a year, and the minutes of these meetings attest that it exercises its authority.

6. YSU’s governing board includes public members and is sufficiently autonomous from the administration and ownership to assure the integrity of the institution.

The Board of Trustees is composed of nine public individuals who serve for nine years and two Youngstown State University students who serve for two years. Each year, with the advice and consent of the Ohio Senate, the governor appoints two new members. One appointee replaces the Board member completing nine years of service, and the other replaces the student completing two years of service. Membership of the Board of Trustees is published annually in both the *Undergraduate Bulletin* and the *Graduate Bulletin*.

7. YSU has an executive officer designated by the governing board to provide administrative leadership for the institution.

The *Ohio Revised Code*, Section 3356.03, authorizes the Board to “. . . employ, fix the compensation of, and remove the President and such number of professors, teachers, and other employees as may be deemed necessary” (p. 690).

YSU's president, the chief executive officer of the University, is responsible to the Board of Trustees for the entire management of the institution. As stated in the *University Guidebook*, the president is empowered to adopt and implement rules and regulations consistent with Board policies and necessary for the operation of the University.

8. YSU's governing board authorizes the institution's affiliation with the Commission.

The Ohio Board of Regents and YSU's Board of Trustees expect Youngstown State University to be affiliated with the Commission. This affiliation is authorized annually by Board of Trustees' approval of the institutional budget. The Board has monitored the institution's affiliation status since initial accreditation in 1945.

9. YSU employs a faculty that has earned from accredited institutions the degrees appropriate to the level of instruction offered by the institution.

Eighty-four percent of the tenured and tenure-track faculty hold terminal degrees from accredited institutions. This percentage has been increasing over each of the past five years and is appropriate for an institution that confers primarily bachelor's and master's degrees. A listing of the full-time faculty, with their educational credentials, is found in the *Undergraduate Bulletin* (pp. 327-46).

10. A sufficient number of the faculty are full-time employees of the institution.

More than 70% of full-time equivalent (FTE) instructional positions at YSU are held by full-time employees. During fall quarter 1997, 424 of the 570 FTE instructional positions (74%) were held by full-time employees. (Source: Faculty Statistics—Fall 1997; Academic and Non-Academic Personnel Inventory Assessment—Fall 1997)

11. The faculty has a significant role in developing and evaluating all of the institution's educational programs.

Curricula are developed by faculty members and approved by various bodies controlled primarily by faculty. According to the *Bylaws of the Academic Senate*, two committees, composed primarily of faculty members, are charged specifically with reviewing and approving course and program proposals at the undergraduate level. These committees—the Academic Programs Committee and the University Curriculum Committee—must approve courses and programs before they are incorporated in the catalog. (*Bylaws of the Academic Senate*, 6.2b-c)

At the graduate level, the program director or chairperson of the department desiring the curriculum change submits the proposal and course syllabus through the dean of the college to the college's Graduate

Studies Committee, the School of Graduate Studies, and the Graduate Curriculum Committee. After review by the Graduate Curriculum Committee, the proposed curricular change is circulated to the graduate faculty for consideration before final ratification by the Graduate Council. (*Graduate Studies Policy Book*, pp. 33-34)

In addition, faculty evaluate educational programs through five-year program reviews, self-studies for specialized accreditations, and assessment programs developed by the academic departments.

12. YSU confers degrees.

Youngstown State University confers degrees at the end of each quarter. From July 1, 1996, to June 30, 1997, the University awarded 1,716 undergraduate and 299 graduate degrees. Four doctoral degrees have now been awarded.

13. YSU has degree programs in operation, with students enrolled in them.

Youngstown State University offers associate, baccalaureate, and graduate degree programs in which students are enrolled. Majors are listed in the *Undergraduate Bulletin* and the *Graduate Bulletin*. Enrollment numbers in all programs are reviewed regularly and can be found in the *YSU Factbook*. (*Undergraduate Bulletin*, pp. 5-6; *Graduate Bulletin*, p. 19; *YSU Factbook*, Section II, 64.8)

14. YSU's degree programs are compatible with the institution's mission and are based on recognized fields of study at the higher education level.

The degree programs at Youngstown State University are consistent with the University's mission as a comprehensive institution. These programs lead to degrees in the arts, business, communications, education, engineering, health and human services, humanities, physical sciences, and social sciences. The Ohio Board of Regents has authorized all programs as compatible with YSU's mission and consistent with generally recognized standards in higher education.

15. YSU's degrees are appropriately named, following policies common to institutions of higher education in terms of length and content of the program.

Youngstown State University offers curricula leading to Doctor of Education; Master of Arts; Master of Science in Education, Engineering, and Nursing; Master of Health and Human Services; Master of Business Administration; Master of Music; Bachelor of Arts; Bachelor of Engineering; Bachelor of Fine Arts; Bachelor of Music; Bachelor of Science; Bachelor of Science in Applied Science, Business Administration, Education,

Nursing, Physical Therapy, Respiratory Care, and the Bachelor of Science phase of the B.S./M.D. program (a consortial program with the Northeastern Ohio Universities College of Medicine); and associate degrees in Arts, Applied Science, and Labor Studies. All degree programs meet the requirements for length and content established by the Ohio Board of Regents.

16. YSU's undergraduate degree programs include a coherent general education requirement consistent with the institution's mission and designed to ensure breadth of knowledge and to promote intellectual inquiry.

Youngstown State University's mission statement emphasizes the University's commitment to preparing students for the future by integrating a "liberal education in the arts and sciences with the most significant advancements in technology, health, engineering, education, business, and the applied arts." This commitment is realized with the General Requirements for graduation, which appear in the *Undergraduate Bulletin* (pp. 54–55).

New goals for general education were approved at the May 25, 1994, meeting of the Academic Senate. Based on these goals, a new general education program, designed to ensure breadth of knowledge and to promote intellectual inquiry, has been proposed and is discussed in the General Education section of Chapter 1, in Chapter 5, and in Appendix D.

17. YSU has admission policies and practices that are consistent with the institution's mission and appropriate to its educational programs.

The University's mission statement affirms the principles of equal opportunity, affirmative action, and broad access to education through open admission for all Ohio high school graduates to a wide range of programs. Undergraduate admission standards are published in the *Undergraduate Bulletin* (pp. 44–52); graduate admission standards, in the *Graduate Bulletin* (pp. 19–22). The University observes the following procedures:

- The Academic Senate makes recommendations concerning standards for undergraduate admission.
- The Graduate Council makes recommendations concerning graduate admission.
- Schools and colleges may recommend, for specific curricula, admission requirements more selective than the requirements for admission to the University. These recommendations are subject to review and approval by the school or college, the appropriate dean, the provost, and the president.
- Changes in standards for admission, retention, and graduation are reported to the Academic Affairs Committee of the Board of Trustees.

18. YSU provides its students access to those learning resources and support services requisite for its degree programs.

Academic and student support services are described in Chapters 4, 5, and 7. Learning resources include the Reading and Study Skills Lab, the Writing Center, the Mathematics Assistance Center, the Curriculum Resource Center, the Language and Learning Resource Center, Media Services, Maag Library, computer labs, and other laboratories and studios. Support services include the Center for Student Progress (including the Adult Learner Center, First-Year Student Services, Student Tutorial Services, and Multicultural Student Services); Career Services; the Counseling Center; the Office of Financial Aid and Scholarships; Student Health Services; Women's Programs; and Housing Services.

19. YSU has an external financial audit by a certified public accountant or a public audit agency at least every two years.

External financial audits are conducted annually. These audits, which include the opinion of a certified public accountant, are available for the 1988–89 through 1996–97 fiscal years. Additional external audits include an audit to assure compliance with the *Ohio Revised Code*; an A-133 Federal Funds audit; the State of Ohio's Office of Budget & Management audit; an audit of WYSU-FM (the University's radio station) by the Corporation for Public Broadcasting before approval of funding; and an audit of all intercollegiate athletic-related funds.

The University also employs an internal auditing staff responsible for the regular internal audit of University activities.

20. YSU's financial documents demonstrate the appropriate allocation and use of resources to support its educational programs.

A review of annual budgets and audits indicates that the institution appropriately allocates and uses resources to support its educational programs. Changes in expenditures over time are shown in Table 4.2, Chapter 4.

21. YSU's financial practices, records, and reports demonstrate fiscal viability.

The University's financial practices are described in Chapter 4. Its records and reports, including annual budgets and financial audits, demonstrate the institution's fiscal viability. The current viability ratio—the ability to satisfy debt obligations—is 1.95:1, indicating that YSU has sufficient expendable assets to satisfy debt obligations.

- 22. YSU's catalog or other official documents include its mission statement along with accurate descriptions of its educational programs and degree requirements; its learning resources; its admission policies and practices; its academic and nonacademic policies and procedures directly affecting students; its charges and refund policies; the academic credentials of its faculty and administrators.**

Accurate and complete descriptions of the University's mission, programs, degree requirements, learning resources, admission policies, academic policies, tuition, fees, and refund policies are published annually in the respective *Bulletin*, as are the credentials of full-time faculty and administrators. Other policies and procedures directly affecting students are published in *The Code: A Handbook of Student Rights, Responsibilities and Conduct*.

- 23. YSU accurately discloses its standing with accrediting bodies with which it is affiliated.**

Information about the various accreditations held by colleges and academic programs within the University is contained in the *Undergraduate Bulletin* (p. 5). This information is updated annually to reflect the current accreditation status.

- 24. YSU makes available upon request information that accurately describes its financial condition.**

In compliance with state law, University financial documents are a matter of public information. They are available to interested parties in the externally audited *Annual Financial Report*, which is available upon request at the Maag Library Reserve Desk. Student Government is issued a copy of the report.

Conclusion

**Youngstown State University fulfills the
General Institutional Requirements.**

