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, April 7, 2021 at 4:00 P.M.

Virtual Attendance Only at the Following URL:

https://ysu.webex.com/ysu/j.php?MTID=m813d7686b95c4d20f90a826dabbeec62

Meeting number (access code): 157 117 5131

Meeting password: srW33aC7HRx

Cohosts: Adam Earnheardt; Max Grubb

1. **[4:00 PM] Call to Order/Certification of Quorum**
2. **[4:01 PM] Approval of Agenda**
3. **[4:02 PM] Video Recording of WebEx Senate Meeting of March 3, 2021** (previously distributed by email):
    https://ysu.webex.com/ysu/ldr.php?RCID=4e2851906ffd4f8fadea47e46f963485
    Password: YSUsenate0321
    Attendance Sheets: attached (all attendees and Senators present)
4. **[4:04 PM] Chair/Senate Executive Committee Report**
5. **Ohio Faculty Council Report** – No Report
6. **[4:05 PM] Charter and Bylaws Committee** – Senate action on revised Bylaws (previously distributed)
7. **[4:13 PM] Report of the Elections/Balloting Committee**
8. **[4:17 PM] Reports from Senate Committees/Task Forces**
    a. Undergraduate Curriculum Committee – Tom Wakefield (see attachments)
    b. Academic Programs – Mary Beth Earnheardt (see attachment)
    c. Teaching and Learning – Cary Wecht (see attachments)
    d. Library Committee – Johnathan Farris (see attachment)
    e. Academic Calendar and Course Schedule Task Force – Snow Balaz (verbal report)
    f. Academic Standards – Dawna Cerney (report to be distributed)
    g. Governance Committee – Mary Beth Earnheardt (see attachment; others distributed by email)
9. **[4:37 PM] Provost Smith**
10. **[4:45 PM] Unfinished Business**
11. **[4:46 PM] New Business**
    a. Voluntary and Involuntary Medical Leave – Nicole Kent-Strollo (see attachment)
12. **[5:00 PM] Adjournment**

NEXT SENATE MEETING:
Wednesday, April 28, 2021 at 4:00 P.M.

Academic Senate Sign-In Sheet: March 3, 2021

Allen through Fenton

Present?	Senator Name	Department	Type of Senator	Term
WebEx	Allen, Jeffrey	Dean, BCHHS	Administration	2020-2021
	Amin, Isam	Geology and Env. Sci.	Departmental	2019-2021
	Arntsen, Christopher	Chemistry	Departmental	2019-2021
WebEx	Bagley, Morgan	Kinesiol. & Sport Sci.	Departmental	2020-2022
WebEx	Balaz, Snjezana	Physics & Astronomy	At Large	2020-2021
WebEx	Ball, Kevin	Associate Provost	Administration	2020-2021
WebEx	Benedict, Jim	Physical Therapy	Departmental	2019-2021
	Bennett, Carol	AP, Div., Eq. and Incl.	Administration	2020-2021
WebEx	Berardini, Claire	AP, Student Success	Administration	2020-2021
WebEx	Boczkowaska, Ewelina	Music	At Large	2020-2021
	Bradford, Nyia		Student Govt.	2020-2021
WebEx	Brahmandam, Balakrishna	STEM	Student Govt.	2020-2021
WebEx	Briley, Margaret	Counseling, SP & EL	At Large	2019-2020
WebEx	Bruns, Kristin	Counseling, SP & EL	At Large	2019-2020
WebEx	Cahn-Lipman, Kivie	Music	At Large	2020-2021
WebEx	Caven, Robert	Elec. Computer Eng.	Departmental	2020-2022
WebEx	Congdon, Eleanor	History	At Large	2019-2020
WebEx	Cooper, Chet	Biological Sciences	Departmental	2019-2021
WebEx	Cossentino, Amy	Dean, Honors College	Administration	2020-2021
WebEx	Costarell, Mike	Engineering Technol.	Departmental	2020-2022
Excused	Crescimanno, Mike	Physics and Astronomy	Departmental	2020-2022
Excused	Cripe, Kathleen	Teacher Education	Departmental	2019-2021
WebEx	Donnachie, Katharine	STEM	Student Govt.	2020-2021
WebEx	Earnheardt, Adam	Communication	Departmental	2020-2022
WebEx	Epler, Pam	Counseling, SP & EL	At Large	2019-2020
WebEx	Faerber-Ovaska, Rachel	Foreign Languages	Part-Time	
WebEx	Farris, Johnathan	Art	At Large	2020-2021
	Fenton, Jonquil		Student Govt.	2020-2021

Academic Senate Sign-In Sheet: March 3, 2021

Fluker through Licata

Present?	Senator Name	Department	Type of Senator	Term
WebEx	Fluker, Amy	History	Departmental	2020-2022
WebEx	Fuhrman, Hillary	Int. Dir., Inst. T&L	Administration	2020-2021
WebEx	Fusillo, Ida	Health Professions	At Large	2019-2020
WebEx	Garlick, Katherine	Theater and Dance	Departmental	2019-2021
WebEx	Ge, Weiqing	Physical Therapy	At Large	2019-2020
	Gitimu, Priscilla	Human Ecology	Departmental	2018-2020
WebEx	Grubb, Max	Communications	At Large	2020-2021
	Han-Hass, Helen	Management	Departmental	2020-2022
WebEx	Henderson, Kerri	Accounting & Finance	Departmental	2020-2022
WebEx	Herman, Jeanne	Registrar	Administration	2020-2021
WebEx	Howard, Avery	CSTEM [Exec. VP]	Student Govt.	2020-2021
WebEx	Howell, Charles	Dean, BCLASSE	Administration	2020-2021
	Jackson, Carrie	Counseling, SP & EL	Departmental	2020-2022
WebEx	Jackson, John	Chemistry	At Large	2020-2021
WebEx	Jackson Leftwich, Chryshanna	Political Science	Departmental	2019-2021
WebEx	Jiang, Qi	Sociology/Anthropology	Departmental	2019-2021
WebEx	Juergensen, James	Psychology	Departmental	2018-2020
WebEx	Karpak, Birsen	Accounting & Finance	At Large	2019-2020
WebEx	Keillor, Bruce	Marketing	Departmental	2019-2021
	Khalayleh, Daniah	BCHHS [VP Pub. Rel.]	Student Govt.	2020-2021
WebEx	Khavari, Sepideh	Math & Statistics	Departmental	2019-2021
WebEx	Kimosop, Peter	Geography	Departmental	2020-2022
WebEx	Kirova, Alena	Foreign Language	Departmental	2020-2022
	Koupiaris, Nicholas	WCBA	Student Govt.	2020-2021
WebEx	Kramer, Bob	Comp. Sci. Inf. Sys.	At Large	2020-2021
WebEx	Kress, Victoria	Counseling, SP & EL	At Large	2019-2020
WebEx	Lamb, Carol	Engineering Technology	At Large	2020-2021
WebEx	Licata, Betty Jo	Dean, WCBA	Administration	2020-2021

Academic Senate Sign-In Sheet: March 3, 2021

Marie through Shama

Present?	Senator Name	Department	Type of Senator	Term
WebEx	Marie, Hazel	Mech. Industrial Eng.	Departmental	2020-2022
WebEx	McEvoy, Brendan		Student Govt.	2020-2021
WebEx	Merill, Monica	Criminal Justice	Departmental	2019-2021
WebEx	Mir, Mustansir	Philosophy and Religion	Departmental	2019-2021
WebEx	Mitchell, Andrew	Music	Departmental	2019-2021
WebEx	Morgan, Dave	Music	At Large	2020-2021
	Naples, Daniel	WCBA	Student Govt.	2020-2021
	Olshanski, Nicole	Nursing	Departmental	2019-2021
	Oltmanns, Caroline	Music	At Large	2020-2021
WebEx	Ovaska, Tomi	Economics	Departmental	2020-2022
WebEx	Palich, Ruth	Health Professions	Departmental	2020-2022
WebEx	Park, Byung-Wook	Civil Env. Chem. Eng.	Departmental	2020-2022
	Paul, Phyllis	Dean, CCCA	Administration	2020-2021
	Pintar, Jenn	Associate Provost	Administration	2020-2021
	Pompeo, Mark	WCBA	Student Govt.	2020-2021
WebEx	Powe, Nicolette	Health Professions	At Large	2019-2020
	Randolph-Bettura, Derek	WCBA	Student Govt.	2020-2021
WebEx	Reday, Peter	Marketing	At Large	2019-2020
WebEx	Roby, Amanda	Health Professions	At Large	2019-2020
	Root, Jena	Music	At Large	2020-2021
WebEx	Ruse, Elaine		Administration	2020-2021
WebEx	Sacco, Michael	BCLASSE	Student Govt.	2020-2021
WebEx	Sanders, Sal	Dean, Grad. Stud.	Administration	2020-2021
WebEx	Schueller, Kriss	Comp. Sci. Inf. Sys.	Departmental	2019-2021
WebEx	Scrocco, Diana Awad	English	Departmental	2019-2021
WebEx	Sebastiano, Taylor	STEM	Student Govt.	2020-2021
	Sethi, Swati	Psychology	At Large	2019-2020
	Sharma, Suresh	Civil Engineering	At Large	2020-2021

Academic Senate Sign-In Sheet: March 3, 2021

Shaughnessy through Williams

Present?	Senator Name	Department	Type of Senator	Term
	Shaughnessy, Justin	GRAD [President]	Student Govt.	2020-2021
WebEx	Smith, Brien	Provost	Administration	2020-2021
WebEx	Smith, Suzanne	Health Professions	At Large	2019-2020
	Sperry, Dana	Art	Departmental	2020-2022
	Steelant, Wim	Dean, CSTEM	Administration	2020-2021
	Sumell, AJ	Economics	At Large	2019-2020
WebEx	Ulusoy, Emre	Marketing	At Large	2019-2020
WebEx	Vaughn, Mariko	BCLASSE	Student Govt.	2020-2021
WebEx	Vendemia, Bill	Management	At Large	2019-2020
WebEx	Venkataraman, Meena	Social Work	Departmental	2019-2021
	Villano, Michael	Accounting & Finance	At Large	2019-2020
WebEx	Walker, Gary	Biological Sciences	At Large	2020-2021
	Walker, Jason	Mech. Industrial Eng.	At-Large	2020-2021
WebEx	Williams, Amy	Counseling, SP & EL	At Large	2019-2020
	VACANT	CLASS	At Large	2020-2021
	VACANT	CLASS	At Large	2020-2021
	VACANT	CLASS	At Large	2019-2021
	VACANT	TBD	Part-Time	

Guests (non-Senators)

Present:	
By WebEX: See separate list	
By Phone:	

March 3, 2021 YSU Academic Senate Attendance (WebEx)

Adam Earnheardt	Jennifer Pintar	Nicole Wells
Amy Williams	Jeff Allen	Nicole Olshanski
Amy Crawford	Jim Benedict	Nicolette Powe
Albert Sumell	Joy Christiansen Erb	Peter Reday
Avery Howard	J. Dana Sperry	Peter Kimosop
Alena Kirova	James Juergensen	Pam Epler
Amy Cossentino	Johnathan Farris	Qi Jiang
Amy L Fluker	Julie Felix	Ruth Palich
Amanda Roby	Justin Edwards	Rebecca Curnalia
Andrew Mitchell	Jake Protivnak	Rachel Faerber-Ovaska
Amy Weaver	Jacob Labendz	Robert Caven
Bruce Keillor	Joy Byers	Robert Kramer
Betty Jo Licata	John Hazy	Sal Sanders
Birsen Karpak	Jeanne Herman	Snjezana Balaz
Brendan McEvoy	Joseph Palardy	Shelley Blundell
Brien Smith	K Henderson	Sara Michaliszyn
Brian Wells	Kriss Schueller	Sharon Schroeder
Balakrishna Brahmandam	Kristin Bruns	Sepideh Khavari
Byung-Wook Park	Kivie Cahn-Lipman	Suzanne Smith
Cryshanna Jackson Leftwich	Kevin Ball	Sherri Lovelace-Cameron
Christopher Arntsen	Kelly Colwell	Susan Clutter
Claire Berardini	Katherine Garlick	Tammy A. King
Charles Howell	Laurie Paul	Taylor H Sebastiano
Christopher Bellas	Loren Lease	Tysa Egleton
Chris McCullough	Michael Greco	Tomi Ovaska
Carol Lamb	Morgan Bagley	Thomas Wakefield
Carrie Jackson	Mike Costarell	Victoria Kress
Diana Awad Scrocco	Mary Beth Earnheardt	Weiqing Ge
Debora Kucharski	Margaret Briley	William Vendemia
David Morgan	M Kathleen Cripe	
Dolores Sisco	Molly Burdette	
Denise Walters-Dobson	Mustansir Mir	
Eleanor Congdon	Monica Merrill	
Ewelina Boczkowska	Michael Sacco	
Elaine Ruse	Mike Sherman	
Emre Ulusoy	Mariko Vaughn	
Gary R. Walker	Meenakshi Venkataraman	
Hillary Fuhrman	Max Grubb	
Hazel Marie	Mark Vopat	
Ida R Fusillo	Nancy Wagner	
John Jackson	Nancy Landgraff	

Date **3/16/2021**_____ Senate Meeting Date 4/7/2021__ 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

University Curriculum	
Name/College or Area Represented	**Email Address**
Tom Wakefield, CSTEM (**Chair)**	tpwakefield@ysu.edu
Karen Larwin, BCLASSE	khlarwin@ysu.edu
Susan Clutter, BCHHS	swclutter@ysu.edu
Karen Giorgetti, BCLASSE	kgiorgetti@ysu.edu
Christine McCollough, CCCA	cmccullough@ysu.edu
Birsen Karpak, WCBA	bkarpak@ysu.edu
Jozsi Jalics, CSTEM	jalics@ysu.edu
Sepideh Khavari, CSTEM (non-voting)	skhavari@ysu.edu
Daniel Naples, Student	dpnaples@student.ysu.edu
Dana Davis, BCHHS	ddavis05@ysu.edu
Mary Beth Earnheardt, Programs Chair (courtesy, email only)	mearnheardt@ysu.edu
Jenn Pintar, Admin. (ex officio)	japintar@ysu.edu
Michele Schaper, Admin. (courtesy)	mlschaper@ysu.edu
Jayne Caputo, Admin. (ex officio)	jecaputo@ysu.edu
Susanne Miller	smmiller04@ysu.edu

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

The list of courses approved at the 3/16/2021 meeting of the UCC is attached.

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

The following courses were approved by UCC.

	Undergrad Curr Committee Chair (103)			
Code	**Title**	**Status**	**Initiator**	**Received**
ACCT 2602	ACCT 2602: Financial Accounting	Edited	mtcoller	3/1/2021
ART 2631	ART 2631: Introduction to Ceramics	Edited	mmccormick	2/24/2021
ART 2640	ART 2640: Ceramics for Non- Art Majors	Edited	mmccormick	2/24/2021
ART 2661	ART 2661: Print Design I	Edited	mnelson	2/23/2021
ART 3713	ART 3713: Sculpture Studio	Edited	mmccormick	2/26/2021
ART 3723	ART 3723: Drawing Studio	Added	cmccullough	2/24/2021
ART 3733	ART 3733: Ceramics Studio	Edited	mmccormick	2/24/2021
ART 3759	ART 3759: Interactive Design I	Edited	mnelson	2/23/2021
ART 3760	ART 3760: Typography I	Edited	mnelson	2/23/2021
ART 3761	ART 3761: Print Design II	Edited	mnelson	2/23/2021
ART 3762	ART 3762: Typography II	Edited	mnelson	2/23/2021
ART 3765	ART 3765: Motion Design	Edited	mnelson	2/23/2021
ART 3769	ART 3769: Interactive Design II	Edited	mnelson	2/23/2021
ART 3771	ART 3771: Analog Photography Studio	Edited	ssmith	2/24/2021
ART 3773	ART 3773: Digital Photography Studio	Added	ssmith	2/24/2021
ART 3784	ART 3784: Art of China	Edited	jchristiansenerb	2/26/2021
ART 3785	ART 3785: Art of Japan	Edited	jchristiansenerb	2/26/2021
ART 3789	ART 3789: Arts of South and Southeast Asia	Edited	jchristiansenerb	2/26/2021
ART 3792	ART 3792: Video and Animation Studio	Edited	jdsperry	2/24/2021
ART 3797	ART 3797: Interactive Art Studio	Edited	jdsperry	2/24/2021
ART 4824	ART 4824: Printmaking Studio	Edited	jduva	2/24/2021
ART 4851	ART 4851: Painting Studio	Edited	dcrnjak	2/24/2021
ART 4863	ART 4863: Logo + Branding Design	Edited	mnelson	2/23/2021
ART 4869	ART 4869: Interactive Design Studio	Edited	mnelson	2/23/2021
BIOL 4818	BIOL 4818: Microbiome Gut Brain Axis	Added	cgjohnston	3/1/2021
BUS 1500	BUS 1500: Exploring Business	Edited	mtcoller	2/26/2021
BUS 2600	BUS 2600: Business Applications of Microsoft Excel	Edited	jtschwartz	2/26/2021
BUS 3715	BUS 3715: Principles of International Business	Edited	mtcoller	2/26/2021
CMST	CMST 1545: Communication Foundations	Edited	agcrawford	2/26/2021

Undergrad Curr Committee Chair (103)				
Code	Title	Status	Initiator	Received
1545				
ECEN 4803	ECEN 4803: Linear Control Systems	Edited	fahmadi	3/1/2021
ECEN 4803L	ECEN 4803L: Linear Control Systems Laboratory	Edited	fahmadi	3/1/2021
ECEN 4899L	ECEN 4899L: Senior Design Project Lab	Edited	fahmadi	3/1/2021
ECON 3740	ECON 3740: Sports Economics	Added	ajsumell	3/2/2021
EET 1501	EET 1501: Circuit Theory 1	Edited	jrsullins	2/23/2021
EET 1502	EET 1502: Circuit Theory 2	Edited	jrsullins	2/23/2021
EET 2605	EET 2605: Electronics 1	Edited	jrsullins	2/23/2021
EET 2620	EET 2620: Digital Electronics	Edited	jrsullins	2/23/2021
EET 3735	EET 3735: Microprocessor Architecture and Programming	Edited	jrsullins	2/23/2021
ENT 4800	ENT 4800: Entrepreneurship-Business Plan Development	Edited	mtcoller	2/26/2021
FNUT 3760L	FNUT 3760L: Medical Nutrition Therapy 2 Laboratory	Edited	jlmincher	3/3/2021
GERO 3760	GERO 3760: Death and Dying	Added	djvandussen	3/3/2021
GERO 3775	GERO 3775: Dementia	Added	djvandussen	3/3/2021
GERO 4801	GERO 4801: Later Life Issues	Added	djvandussen	3/3/2021
HIST 3789	HIST 3789: Jewish History	Edited	jlabendz	2/26/2021
HIST 3798	HIST 3798: Middle East 2: The Modern Period	Edited	jlabendz	2/26/2021
HIST 3799	HIST 3799: Lessons of the Holocaust from the US Holocaust Memorial Museum	Added	jlabendz	2/26/2021
HIST 4861	HIST 4861: Select Topics in Jewish Studies	Added	jlabendz	2/26/2021
JUDC 1500	JUDC 1500: Introduction to Jewish Studies	Deleted	jlabendz	2/26/2021
JUDC 3751	JUDC 3751: Lessons of the Holocaust and the U.S. Holocaust Memorial Museum	Deleted	jlabendz	2/26/2021
JUDC 4851	JUDC 4851: Jewish Studies Internship	Added	jlabendz	2/26/2021
JUDC 4861	JUDC 4861: Select Topics in Jewish History	Added	jlabendz	2/26/2021
JUDC 4871	JUDC 4871: Directed Readings in Jewish Studies	Added	jlabendz	2/26/2021
KSS 1559	KSS 1559: Aerobic Conditioning Activities	Edited	sbmichaliszyn	3/3/2021
KSS 3705	KSS 3705: Statistics Research in Exercise Science	Edited	sbmichaliszyn	3/3/2021

	Undergrad Curr Committee Chair (103)			
Code	**Title**	**Status**	**Initiator**	**Received**
KSS 3730	KSS 3730: Exercise Testing and Prescription 2	Edited	sbmichaliszyn	3/3/2021
KSS 4810	KSS 4810: Exercise Testing and Prescription 3	Edited	sbmichaliszyn	3/3/2021
MGT 3725	MGT 3725: Fundamentals of Management	Edited	mtcoller	2/26/2021
MLS 4801L	MLS 4801L: Advanced Hematology Clinical Practice	Edited	sbmichaliszyn	3/3/2021
MLS 4802L	MLS 4802L: Advanced Immunohematology Clinical Practice	Edited	sbmichaliszyn	3/3/2021
MLS 4803L	MLS 4803L: Advanced Microbiology Clinical Practice	Edited	sbmichaliszyn	3/3/2021
MLS 4804L	MLS 4804L: Miscellaneous Clinical Practice	Edited	sbmichaliszyn	3/3/2021
MLT 2603	MLT 2603: Immunohematology Laboratory 2	Edited	joconnellspalla	3/3/2021
MLT 2605	MLT 2605: Molecular Diagnostics	Added	joconnellspalla	3/3/2021
MLT 3700	MLT 3700: Clinical Chemistry 2	Edited	joconnellspalla	3/3/2021
MLT 3700L	MLT 3700L: Clinical Chemistry 2 Laboratory	Deleted	joconnellspalla	3/3/2021
MLT 3704	MLT 3704: Clinical Immunology and Serology	Added	joconnellspalla	3/3/2021
MLT 3704L	MLT 3704L: Clinical Immunology/Serology Laboratory	Added	joconnellspalla	3/3/2021
MLT 3706	MLT 3706: Medical Laboratory Seminar	Edited	joconnellspalla	3/3/2021
MLT 3710	MLT 3710: Interpretation of Clinical Laboratory Results	Deleted	joconnellspalla	3/3/2021
MLT 3716	MLT 3716: Clinical Internship	Edited	joconnellspalla	3/3/2021
MLT 3717	MLT 3717: Clinical Microbiology Interpretation	Added	joconnellspalla	3/3/2021
MRCH 2550	MRCH 2550: CAREERS in Merchandising Fashion Interiors	Added	pngitimu	3/4/2021
MRCH 3710	MRCH 3710: SPECIAL TOPICS in Merchandising Fashion Interiors	Added	pngitimu	3/3/2021
MRCH 3720	MRCH 3720: Fashion and Wearable Technology	Added	keball	3/3/2021
NURS 2643	NURS 2643: Health Assessment	Edited	nhwagner	10/28/2020
NURS 2643L	NURS 2643L: Health Assessment Laboratory	Edited	nhwagner	10/28/2020
NURS 3731	NURS 3731: Child Bearing, Family, and Women's Health Nursing	Edited	nhwagner	10/28/2020
NURS 3731L	NURS 3731L: Childbearing, Family, and Women's Health Nursing Laboratory	Edited	nhwagner	10/28/2020
NURS 3741	NURS 3741: Professional Nursing 2	Edited	nhwagner	10/28/2020
NURS	NURS 3741L: Professional Nursing 2 Laboratory	Edited	nhwagner	10/28/2020

	Undergrad Curr Committee Chair (103)			
Code	**Title**	**Status**	**Initiator**	**Received**
3741L				
NURS 3743	NURS 3743: Professional Nursing 3	Edited	nhwagner	10/28/2020
NURS 3743L	NURS 3743L: Professional Nursing 3 Laboratory	Edited	nhwagner	10/28/2020
NURS 4832	NURS 4832: Nursing Care of Children and Families	Edited	nhwagner	3/3/2021
NURS 4842	NURS 4842: Mental Health Nursing	Edited	nhwagner	3/3/2021
PSYC 3705	PSYC 3705: Psychology of Learning	Edited	jejuergensen	2/26/2021
PSYC 3705L	PSYC 3705L: Psychology of Learning Laboratory	Edited	jejuergensen	2/26/2021
PSYC 3761	PSYC 3761: Cognition	Edited	jejuergensen	2/26/2021
PSYC 3761L	PSYC 3761L: Cognition Laboratory	Edited	jejuergensen	2/26/2021
REL 3731	REL 3731: Hebrew Scriptures	Edited	jlabendz	2/26/2021
RESC 1530	RESC 1530: Foundations of Respiratory Care	Added	klcolwell	3/3/2021
RESC 2621	RESC 2621: Cardiopulmonary Disease	Edited	klcolwell	3/3/2021
RESC 3708	RESC 3708: Respiratory Clinical Specialties	Edited	klcolwell	3/3/2021
RESC 3710	RESC 3710: Respiratory Care Pharmacology	Added	klcolwell	3/3/2021
RESC 3740	RESC 3740: Clinical Practice 2	Edited	klcolwell	3/3/2021
STEM 1551	STEM 1551: Introduction to STEM Career Planning	Edited	slhrusovski	2/25/2021
STEM 3790	STEM 3790: STEM Internship Experience	Edited	slhrusovski	2/23/2021
STEM 3791	STEM 3791: STEM Cooperative Education Experience	Edited	slhrusovski	2/24/2021
STEM 4891	STEM 4891: STEM Cooperative Education	Edited	slhrusovski	2/24/2021
TCOM 3784	TCOM 3784: Electronic Media Content Strategies	Edited	agcrawford	2/26/2021
TCOM 4882	TCOM 4882: Remote Media Production	Edited	keball	2/26/2021
THTR 1585	THTR 1585: Acting 1: Fundamentals	Added	mmazuroski	2/24/2021

Undergrad Curr Committee Chair (103)				
Code	**Title**	**Status**	**Initiator**	**Received**
THTR 2607	THTR 2607: Introduction to Puppetry	Edited	ssmith	2/23/2021
THTR 3707	THTR 3707: Topics in Puppetry	Added	ssmith	2/23/2021

Undergrad Curr Committee Chair (2)				
Code	**Title**	**Status**	**Initiator**	**Received**
HIST 2600	HIST 2600: Introduction to Jewish Studies	Added	jlabendz	3/19/2021
SOC 2650	SOC 2650: Human Trafficking	Added	meomansky	3/19/2021

Date   **April 7, 2021** 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 Earnheardt (Chair), Monica M Merrill, Margie Briley, Mike Costarell, Yogesh Uppal, Katherine Donnachie, Omer Genc, Thomas P. Wakefield (email), Julie I Felix, Jayne E Caputo, Kevin E Ball, Dave Asch, Michelle Nelson, Bill Buckler, Joe Palardy, Michele Schaper

Upcoming Meetings:
Email votes on 3 proposals.

Proposals Approved: Since our last report to the Academic Senate the Academic Programs Committee (APC) approved the following proposals. At this time proposals 132 and 133 are still in 10-day circulation. That ends on April 15. These proposals are reported for informational purposes only.

Code	Title	Status
125	125: Bachelor of Social Work in Social Work	Edited
127	127: Minor in Social Work	Edited
132	132: Bachelor of Science in Applied Science Exercise Science - Graduate Track	Edited
133	133: Bachelor of Science in Applied Science Exercise Science - MAT Track	Edited
141	141: Associate of Applied Science in Dietetic Technician	Deleted
153	153: Associate of Applied Science in Medical Laboratory Technician	Edited
16	16: Bachelor of Science in Applied Geology	Edited
20	20: Bachelor of Science in Applied Science in Mechanical Engineering Technology	Edited
200	200: Bachelor of Music in Performance, Voice Track	Edited
201	201: Bachelor of Music in Performance, Piano Track	Edited
203	203: Bachelor of Music in Performance, Organ Track	Deleted
204	204: Bachelor of Arts in Performance, Nonprofit Leadership Track	Deleted
205	205: Bachelor of Music in Performance, Jazz Track	Edited
206	206: Bachelor of Music in Music Performance, Instrumental Track	Edited
207	207: Bachelor of Music with an Emphasis in Music Recording Track	Edited
216	216: Bachelor of Arts in Dance Management	Deleted
23	23: Associate of Applied Science in Electrical Engineering Technology	Edited
249	249: Bachelor of Fine Arts in Studio Art Photography Track	Deleted
250	250: Bachelor of Fine Arts in Studio Art Painting / Printmaking Track	Deleted
252	252: Bachelor of Fine Arts in Studio Art Graphic + Interactive Design Track	Edited
253	253: Bachelor of Fine Arts in Studio Arts Digital Media/Photography Track	Edited
254	254: Bachelor of Fine Arts in Studio Art 3-Dimensional Studies Track	Deleted
255	255: Minor in Art History for Studio Art Majors	Deleted

Code	Title	Status
256	256: Minor in Art History for Non-Art Major	Edited
26	26: Associate of Applied Science in Civil and Construction Engineering Technology	Edited
264	264: Bachelor of Science in Business Administration in Marketing: Management Track	Edited
342	342: Bachelor of Engineering in Civil Engineering	Edited
353	353: Bachelor of Music in Music Composition	Edited
354	354: Bachelor of Arts in Performance, Instrumental Track	Deleted
355	355: Bachelor of Arts in Music Theory	Deleted
356	356: Bachelor of Arts in Music History and Literature	Deleted
357	357: Bachelor of Arts in Music	Edited
381	381: Bachelor of Science in Respiratory Care	Edited
449	449: Puppetry Minor for Non-Theatre Majors	Added
450	450: Bachelor of Science in Education (Visual Arts, PK-12) - Multi-Age License	Added

Approved pending senate action on restricted minors (see Standards committee report):

435	435: Minor in Manufacturing Engineering	Added
437	437: Minor in Data Analytics	Added
448	448: Puppetry Minor for Theatre Majors	Added

FORMAL MOTION FROM APC: The Academic Programs Committee recommends that programs which have not made changes based on deleted courses be changed by administrative action this Summer. The programs that are affected are listed in the attached spreadsheet.

FORMAL MOTION FROM APC: As he is retiring this year, the Academic Programs Committee recommends that the Senate body formally recognize Bill Buckler for his contributions to the University programs processes.

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**

NOTES:

Report respectfully submitted by:
Mary Beth Earnheardt, Chair APC 2020-21 (Department of Communication)

Student Evaluation of Teaching: Identified Problems & Possible Recommendations

Problems from Review of Literature*

Recommendations from Review of Literature*

Students as raters.
- Use multiple sources of evidence (e.g., portfolios, peer evaluations, chair observations)
- Rename student evaluations to "Student Experience Survey"

Items are often unrelated to learning and invite bias.
- Add a bias statement to instructions
- Eliminate questions with expressiveness language
- Use items that measure concrete behaviors of instructor
- Consider items that address students' motivation, self-efficacy, and engagement

Global items have low reliability and invite bias.
- Exclude global items from student ratings measures
- Evaluate faculty with attention to the whole scale, not specific items

Homegrown scales have issues with reliability/validity.
- Consider a commercial vendor scale, although these may be cost prohibitive
- Invite faculty experts in scale development to audit tool

Midpoint response items (e.g., neutral) distort ratings.
- Eliminate neutral rating

Online rating systems have a unique set of problems.
- Use standardized in-class administration, with clear directions about the nature and purpose of the measure, monitored by an appointed student.

Student surveys don't assess the whole course.
- Consider a different timeline

Response rates below 50%.
- Administer student ratings during class, and assure anonymity
- Specify purpose and importance of ratings and promote widely
- Have a user-friendly system w/reminders
- Consider incentives for students, or faculty/departments that meet target response

People vary in how they interpret data.
- Provide training for those using student ratings to evaluate teaching effectiveness on how to interpret scores

One tool for multiple course modalities.
- Include additional items to that relate to online and/or face-to-face instruction.

* This table is just an overview. Please view attached report created by the Senate Teaching & Learning Committee for additional explanation & sources. Revised 4/2/2021.

Senate Teaching and Learning Committee
Summary of the State of Student Evaluations of Teaching, with Recommendations
2021.04.01

The Senate Teaching and Learning Committee was asked to review YSU's student evaluation of teaching process and offer recommendations. The Committee decided to begin with a review of the literature. Reviewing the literature on student evaluations helps to determine how best to ensure that YSU's student evaluation process is aligned with good practice, allows faculty to use results for continuous improvement of their teaching, and provides students with a channel to provide feedback on their educational experiences.

This paper represents a brief summary of the information we've gathered.[1] First, we address common problems with student evaluations and proposed solutions. We then highlight best practices that might be included in a measure of student experience in a course. Last, we offer concluding recommendations for a revised evaluation measure and process.

Problems with Student Ratings of Instruction, and Suggested Solutions [2]

1. Students as Raters

> **Students are experts in their experience, but not qualified to evaluate effective teaching methods. Nonetheless, their evaluations are often weighed heavily – or only - in in assessing teaching effectiveness.**
> **To effectively assess teaching, multiple sources of evidence (at least three) should be consulted**. Examples of sources of information about teaching effectiveness include the following: student ratings, peer classroom observations, teaching awards, learning outcome measures, teaching course portfolio, teaching scholarship, peer review of course materials, external expert ratings, self-ratings, videos, student interviews, exit and alumni ratings, employer ratings, mentor's advice, and administrator ratings. **Given that students are not expert in evaluating teaching effectiveness, student evaluations of teaching should be renamed "Student Experience Surveys."**

2. Validity of Student Ratings

> **a. Items on student evaluation of teaching measures are often unrelated to learning, or invite bias.** Biased responses are often related to physical attractiveness, charisma, personality, gender, age, race or nationality, and class length and difficulty. There are several strategies that have been shown to mitigate student bias. First, **adding a bias**

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[1] Similar conclusions have been documented by the American Sociological Association, 2019
[2] Berk, R. A. (2013). *Top 10 flashpoints in student ratings and the evaluation of teaching.* Stylus Publishing.

statement to the instructions results in a small but significant difference.[3] A second strategy is **eliminating language regarding expressiveness such as "enthusiasm, warmth, confidence, and voice tone."[4]** Third, it's wise to **use items that measure concrete behaviors (e.g., "This instructor returned graded assignments within two weeks," "This instructor was always available during their office hours").[5]** Another strategy is **considering other items that address students' motivation, self-efficacy, engagement, and the teaching methods they observed.[6]**

b. Global items (e.g., "This was an excellent class," "This teacher was excellent") are often used as a single indicator of success. Although they appear valid, their reliability is low compared to the whole. Furthermore, they invite bias. Global items should be excluded from student ratings measures. In evaluating faculty, people should pay attention to the whole scale or subscales rather than putting weight on specific items.

c. Many homegrown scales have issues with reliability and validity. Commercial vendor scales often have extensive analysis for reliability and validity, but they can be cost prohibitive. Homegrown scales should be analyzed by experts in scale development.

d. Midpoint response items (e.g., neutral) can distort ratings and should be eliminated.

3. Online Rating Systems Have Special Problems

There are several issues that make online ratings problematic, but there are a few solutions. One problem is student **concerns about anonymity**. Additional issues include lower **response rates** (see below), **negativity bias**, **lack of standardized administration**, and **no control over response conditions** (when students have many days to complete the evals, we don't know if the student or someone else responded, students may be responding under very different conditions, and students may be conferring before responding). These **problems can be reduced or eliminated by using**

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[3] Peterson, D.A. M., Biederman, L, A., Andersen, D., Ditonto, T. M., & Roe, K. (2019). Mitigating gender bias in student evaluations of teaching. PLOS ONE 14(5): e0216241. https://doi.org/10.1371/journal.pone.0216241

[4] D'Entremont, Agnes G and Hannah Gustafson. 2017. "Panel: Gender Bias in Student Evaluations of Teaching." Paper presented at the American Society for Engineering Education, Columbus, OH

[5] Andersen, K. and E. D. Miller. 1997. "Gender and Student Evaluations of Teaching." PS: Political Science and Politics 30(2):216-19.

[6] Howard R. Mzumara, Ph.D., Director of Evaluation and Psychometric Services IUPUI Office of Institutional Research and Decision Support (IRDS). "Revisiting Course Evaluations: Strategies to Minimize Gender and Racial Biases in Student Evaluations of Teaching." Presentation given at the Assessment Institute in Indianapolis, IN October 14, 2019 https://assessmentinstitute.iupui.edu/overview/institute-files/2019-institute/monday-2019/mzumara.pdf

standardized in-class administration, with clear directions about the nature and purpose of the measure, monitored by an appointed student.

4. Timing Near Final Exams
Student surveys don't assess the whole course, although there are difficulties with assessing after final.

5. Low Response Rates
YSU is typically at about a 50% response rate. The rate should be 80%+ if only source for summative evaluation, 70%+ if combined with other sources for summative evaluation, and 60%+ if being used for formative evaluation. **Administering student ratings during class is the best was to boost response rates. Other ideas include specifying the purpose and importance of the ratings, assuring anonymity and confidentiality, having a user-friendly system, using email reminders, offering student incentives (e.g., prizes, extra credit, early access to grades), and rewarding faculty or departments that meet a target response.**

6. Score Interpretation
People vary in how they understand and interpret scores. Those using student ratings to evaluate teaching effectiveness should receive training in how to interpret scores. There are many guidelines for interpretation. For example, if results are skewed, we should pay attention more to the median than the mean. We should look to student comments to interpret statistics. There should be benchmarks for ratings: for formative decisions, a rating below 75% may indicate a red flag whereas a rating below 50% would indicate cause for concern. We can examine item and subscale ratings that may indicate strengths and weaknesses, or we can assess course by course. For summative decisions, we should require a graphic display of total ratings over time so see the whole picture and trends.

7. Assessing Different Modalities
Although there is overlap between f2f and online instruction (structure, delivery, interaction, support), asynchronous instruction is slower and more "guide on the side." Solutions to evaluating different modalities include adding additional items to f2f scales for online instruction, revising f2f scales to adapt to online (e.g., evaluation of technology use), and using commercial or published scales.


Summary of Recommendations

1. Rename student evaluations of teaching as "Student Experience Survey" and return to administering the survey during class.
Monitored by a student, the survey would have clear directions about the nature (e.g., anonymity) and purpose of the measure, as well as statement about bias. As in-

class administration is not possible for asynchronous classes, protocols will be developed for the survey process.

2. Use Student Experience Surveys as one of at least three sources of data in evaluating teaching effectiveness. Offer training information to those responsible for interpreting student survey data.

3. Create survey items that (a) reflect best practices in teaching, (b) have no middle score, (c) have no global items, (d) measure concrete behaviors and teaching methods observed, (e) address the student's motivation, self-efficacy, and engagement, and (f) include teaching with technology. The opportunity to add questions to the instrument should remain.

4. Identify a faculty expert(s) to assist in instrument creation and assessment of instrument validity and reliability. Input will be sought from YSU faculty, students, and administration before a proposal to Senate.

5. Timeline: Develop instrument to propose to Senate by Fall 2021.
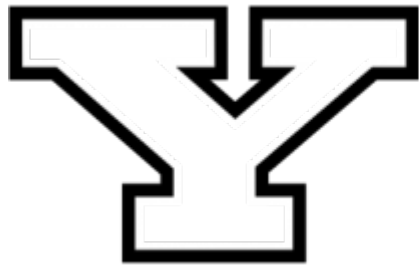
Committee Report Form | YSU

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

Date 3/24/2021 Senate Meeting Date 4/7/2021 Report # (Senate Use Only) _____

Intended Action: Informational X Senate Vote ___ Consultative/Advisory___

Name of Committee Submitting Report: Library Committee

Committee Status: appointed chartered

Names of Committee Members Attending: Johnathan Farris (co-chair) CCCA, Jacob Labendz (co-chair) BCLASSE, Eleanor Congdon BCLASSE, Laura Calcagni BCHHS, Alice Wang CCCA, Martha Pallante BCLASSE, Jeremy Schwartz WCBA, Michael Sacco (student), Ana Torres Dir. Maag Library (ex officio), Christine Adams (ex officio), John Popadak (ex officio)

Elected Members

Appointed Members

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

 Item 1: Due to staff departures without immediate replacements, the library does not currently have personnel to accommodate the rethinking of departmental allocations through the process previously outlined by the committee. As a result, the consultations regarding more equitable and logically derived allocations of funds have been postponed until such time the library has the staff to allocate to assist with the effort.

Item 2: This fiscal year, the expenditures of departmental funds have declined with a few notable exceptions. If your program or department needs resources from this funding cycle, please contact the

acquisitions librarian immediately. Otherwise, as is the usual practice, the funds will be reallocated to help cover our OhioLink expenses.

Item 3: Nominations were held for a new chair of the library committee for academic year 2021-2022. Eleanor Congdon was put forth to the executive committee as the committee's choice for nominee.

Item 4: The librarians produced a spreadsheet with proposals for this year's supplemental library funding. Please see the charts attached. The rule of subscriptions that did the most for the most fields remains the guiding principle. Since "Films on Demand" is a two year-subscription, it is not due from this year's funding. Below "Films on Demand" on the chart is a list of subscriptions that were proposed for trial in the coming year. Usage will significantly determine if the various options are to be kept. Some of the options are a strategy for replacing Nexis Uni, an expensive and rarely used and not user-friendly legal and news database. Hein Online will be replacing its legal coverage, and Newsstream options will cover the media end. The committee unanimously assented to the librarian's proposal. If there are any issues, please feel free to raise them with librarians or members of the committee.

Item 5: The committee agreed that it will only have another synchronous meeting this semester if additional issues requiring attention appear on the horizon. If there are issues that require further immediate attention, please email them to Johnathan Farris by April 12, 2021.

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?

No. The committee believes it is within their purview to make all determinations listed above. We are confident in the expertise of our librarians in assessing needs and opportunities inherent in allocating the supplemental funding (Item 4 above) at this stage, and as programs and departments largely are neglecting their already allocated funds this year, any objections need to be expressed and addressed on the floor. All other matters are strictly informational.

Introduction and Rationale

Type introduction and rationale here.

Revised Policy/Policies (when applicable)

Type revised policy here

Recommendation

Type recommendation here.

FY21 $66,000 SUPPLEMENTAL LIBRARY FUNDING

Films on Demand (no payment in FY21)	$ 30,277.50	Master Academic Collection
2-year subscription paid in May 2019. OhioLINK CARES Act funding covers most of the cost until May 2022	$ 3,520.00	Physical Therapy Collection
(execept $5,652 for Business Collection - not due until September 2021) - Access to **Feature Films Collection**	$ 6,442.50	Nursing Collection
included in OhioLINK deal.	$ 5,625.00	World Cinema Collection
	$ 45,865.00	2019 Total Cost for **2-Year** Subscription

7/1/2019-12/16/2020: 7,804 views

PURCHASE OPTIONS FOR FY21:

UpToDate	$ 7,809.00	FY21 quote
Clinical decision support resource associated with improved outcomes. 80+ research studies that demonstrate its impact on improved patient care and hospital performance.		

2020 Quarter 3: 704 total usage. **Jul 2019 - Jun 2020: 3,230 total usage**

Psychotherapy.net	$ 6,300.00	FY21 quote
Video streaming platform offering 300+ training videos featuring the leading practitioners in the field of psychotherapy.		
Psychotherapy.net: Social Work	$ 2,050.00	FY21 quote

7/1/2020-3/23/2021.: 222 sessions | 146 views | 1,294 minutes watched. **7/1/2019-6/30/2020: 342 sessions, 557 views, 3,528 minutes watched.**

ARTSTOR Digital Library (free access until 6/30/2021 due to COVID)	$ 5,463.00	Free access until 6/30/2021. $10,925 annual access fee reduced to $5,463 for one year if purchased before 6/30/2021.
3 million images from leading museums, photo archives, scholars, and artists, including many rare and important collections available nowhere else. These collections are rights-cleared for use in education, encompass a wide variety of disciplines, and are presented alongside a set of specialized tools for teaching and learning. Accessible through JSTOR platform.		

139 images accessed 8/13/2020-1/21/2021 (4 months)

Global Newsstream--ProQuest (current trial)	$ 19,734.00	Title List (3,321 titles) including **New York Times, Wall Street Journal, and Washington Post.**
Recent global news content, as well as archives back into the 1980s featuring content from newspapers, newswires, and news sites in active full-text format. This product provides one of the largest collections of news from the US, Canada, Europe, Africa, Asia, Latin America, and Australia. All titles are cross-searchable on the ProQuest platform allowing researchers easy access to multiple perspectives, resources, and languages on the topic they are researching.		

ProQuest Ebook Central	$ 21,386.96	Quote (3-5% increase next year)
187,000+ multidisciplinary ebooks with unlimited, multi-user access, powerful research tools and DRM-free chapter downloads.		
	$ 62,742.96	($3,257.04 left of $66,000)

OPTIONS FOR REPLACING NEXIS UNI:

Nexis Uni (legal & news database)	$ 25,932.00	FY20 cost

OPTION 1:

Hein Online (current trial)	$ 2,037.50	First-year cost ($4,075 after first year)
State & Federal case law and official published opinions from the U.S. Supreme Court. Federal government documents. International treaties, national constitutions, foreign policy documents. Original primary sources. 2,900+ multidisciplinary journals.		
Hein Online Add-Ons (Fastcase Premium...)	$ 1,300.00	
Newsbank	$ 9,950.00	
	$ 13,287.50	

OPTION 2:

Hein Online (current trial)	$ 2,037.50	First-year cost ($4,075 after first year)
Hein Online Add-Ons (Fastcase Premium...)	$ 1,300.00	
Global Newsstream (ProQuest) (current trial)	$ 19,733.86	
	$ 23,071.36	

OPTION 3:

Hein Online (current trial)	$ 2,037.50	First-year cost ($4,075 after first year)
Hein Online Add-Ons (Fastcase Premium...)	$ 1,300.00	
U.S. Newsstream (ProQuest) (current trial)	$ 13,813.34	
	$ 17,150.84	

Date   **April 7, 2021** Report Number (For Senate Use Only) _____

Name of Committee Submitting Report
Governance Committee

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

Names of Members:
Jacob Labendz, Patrick Spearman, Bruce Keillor, Mary Beth Earnheardt, Katherine Garlick, Kevin Ball, Avery Howard

Upcoming Meetings:
 TBD week of April 12

Proposal:

-    Submission of attached worksheets (found in file AY 21-22 Worksheets).

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:

-    There are additional worksheets that will be shared at the final meeting.
-    Those interested in being appointed to a committee should reach out to their Governance Committee representatives for consideration.
-    Elections and Balloting and Charter and Bylaws are elected committees, those who wish to serve should self-nominate.
-    There are a few committee vacancies, the Governance Committee will continue to work to fill these.

Report respectfully submitted by:
Carol Lamb, CSTEM, Senate Vice Chair, Governance Committee Chair

Voluntary and Involuntary Medical Leave

What is Medical Leave?

Medical leave is available for all students (undergraduate and graduate-level) with a documented physical or psychological illness of a serious nature that requires them to leave the University after the last day to withdraw with a grade of "W", without completing their coursework, or that requires them to withdraw from the University for up to two consecutive semesters. Students who have reported an incident to the Title IX office **may** also be eligible for a medical withdrawal under this policy.   After two consecutive semesters, a student who does not take appropriate steps to return to the University will be deemed officially withdrawn. **Students must intend to withdraw from all coursework to be eligible for medical leave.** Approved medical leave does not guarantee students the ability to return to the University without approval from the Dean of Students (or designee). Students attempting to withdraw from an individual summer session should understand that all summer sessions are considered part of a single semester. If a student wishes to withdraw from a specific summer session, they must petition their academic college. If a student wishes to switch to part-time status or withdraw from selected courses, they must contact their academic advisor and obtain approval of their college Dean.

Medical Leave Process

Medical leave requests are processed through the Division of Student Affairs and approved by the Dean of Students. The Dean of Students may grant a student medical leave in place of the student requesting late withdrawal through their academic college. **Requests for medical leave must be submitted on or before the last day of regular classes of the term from which the student wishes to withdraw.** The Dean of Students will not retroactively withdraw students from previously completed terms. Students must follow the existing process to receive a retroactive medical withdrawal.

Students are encouraged to discuss medical issues with a licensed healthcare provider as soon as it becomes apparent that their health is preventing them from successfully completing their work. This serves both the best interests of the student and the University. In order for a medical leave request to be considered, students must provide official documentation from a licensed healthcare provider. Documentation may be submitted via the online application form, fax, U.S. mail, or by dropping off the documents at the Dean of Student's office. The official documentation must contain the following information:

- The care provider's name on office letterhead
- A brief statement identifying the student as a patient or client
- The date of illness onset
- Dates of medical care
- The general nature of the student's medical condition
- The impact of the student's medical condition on their coursework
- The most recent date that the student was able to attend classes
- The length of time (up to two consecutive semesters) that the student will require medical leave

Upon receipt of the aforementioned information, the Dean of Students will work with the Medical Withdrawal Review Committee to authenticate the documents. The committee is comprised of the Director of Student Counseling Services,

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Associate Director for Disability Services, Associate Vice President for Student Experience, Associate Vice President for Student Enrollment and Business Services, Director for Community Standards, Advocacy, & Conduct, and Student Outreach & Support Case Manager. This group reserves the right to discuss documents and request authentication from the University's currently contracted health center as necessary. After the documents have been authenticated, the Dean of Students will approve or deny the request.

Notification of Medical Leave

If medical leave is approved, the following will occur:

- The Dean of Students will notify the student, the Office of the Registrar, the Bursar's Office, the Office of Financial Aid and Scholarships, the student's College Dean and the student's Department Chair that leave was approved.
- The Registrar's Office will adjust the student's transcript to reflect a grade of W for all semester courses. Grades of W do not affect GPA or a student's academic standing.
- The Bursar's Office will audit the student's account and bill for any outstanding fees. The audit may take up to 30 days to conclude. If the student has no active balance, or has a credit on their account, they will receive a statement containing this information. Students who are approved for medical leave may be eligible for prorated refunds in accordance with the late withdrawal date established by the Bursar's office.
- If the student lives in University housing, the Dean of Students will notify the Office of Housing & Residence Life of their medical leave. The student is individually responsible for scheduling a time to vacate their residential space and return room keys.
- If the student receives Veteran's benefits, is an international student on a visa, or is an NCAA athlete on scholarship, the student must independently notify the appropriate office(s) to avoid disruption to aid, additional benefits, or eligibility.
- If the student is a dependent, the Dean of Students does **not** notify their parents/guardians of the medical leave, unless the student signs a release of information waiver.
- The decision is final; however, additional supporting documentation will be considered if received prior to the above deadline. Students may also submit future applications as appropriate due to change(s) in circumstances.

Involuntary Medical Leave

In order to provide a safe environment in support of the University mission, a student may be required to take involuntary medical leave when their behavior, relative to their illness, is incompatible with community standards. Requiring a student to take a leave of absence is rare and only considered when no reasonable accommodations can adequately reduce the risk(s) described below. The Dean of Students will review information and consult with the University CARE Team, Medical Withdrawal Review Committee, and/or others with knowledge of the situation on a case-by-case basis as appropriate. The Dean of Students will issue a notice to the student in writing that an involuntary leave of absence is under consideration.

Students may be considered for involuntary medical leave if:

- Objective evidence suggests a significant risk to the student's health or safety and/or the health or safety of others including but not limited to significant risk of suicide, persistent self-harm and/or homicidal intentions.
- The student's physical/psychological illness requires specialized services unavailable at the University or locally.
- The student's behavior severely disrupts the University environment causing significant emotional and/or physical distress to other students, staff, and/or faculty in the classroom, campus community, or within the living learning community. Such disruption may stem from a single incident or a pattern of ongoing behavior.
- The student has not complied with previously established assessment and/or treatment plans required by University officials. Failure to follow these plans of action increases the likelihood that a student's behavior progresses toward long-term impairment and inability to function as a successful student at the University.

Appeal Process

A student may appeal the decision for involuntary withdrawal in writing to the Division of Student Affairs within five (5) business days of notice of the involuntary withdrawal. The Associate Vice President for Student Enrollment and Business Services or Associate Vice President for Student Experience or designee (other than the Dean of Students) will review the appeal and provide a decision in writing within eight (8) business days of receipt. While this is the final level of appeal, the appellate authority has the discretion to alter or extend the return date on a case-by-case basis. During the appeals process, the University reserves the right to initiate or uphold interim measures such as removal from campus or residential housing.

Effective Date of Medical Leave Possible Extension of Leave Status

The effective date of approved medical leave is the last day the student attended class. A student's one or two-semester leave period will commence on the first day of the subsequent academic semester. A student on a one-semester medical leave may request an additional one-semester extension by submitting a written request to the Dean of Students at least 60 days prior to the desired semester of continued leave. Additional documentation may be necessary for approval of an extension. A decision approving or denying extended medical leave will follow the same process described in the section entitled "Medical Leave Process." The Dean of Students has the discretion to alter or extend the return date on a case-by-case basis.

Returning to the University

Students on medical leave are not regarded as having permanently withdrawn from the University and are not required to apply for readmission unless the leave period exceeds two consecutive semesters. Upon departure from the University, a medical leave hold will be placed and remain on a student's account, inhibiting them from registering for courses until all responsibilities have been met for re-entry.

A student requesting to return from medical leave must:

- Have a licensed care provider provide a specific diagnosis and a detailed report discussing the nature of the psychological or medical illness, the major symptoms of the illness, and how the illness might affect the student in the University environment.

- Have their licensed healthcare provider establish and outline a treatment plan, including necessary medications and any substantial side effects that could impair the student's ability to return to campus. Any recommended accommodations should be included in the report, if long-term disability exists.
- Provide a signed release of information allowing the Dean of Students, Student Outreach & Support Case Manager, and Director of Student Counseling Services (only if reason for leave was related to a psychological issue) to communicate with the licensed healthcare provider to determine readiness to return to the University (if additional information is needed).
- Provide proof of progress toward or completion of active recommendations from the licensed healthcare provider.
- Complete any required Student Conduct sanctions stemming from prior behavioral incidents, if applicable.
- Assure all above documentation is received via the online application form, fax, U.S. mail, or by dropping off the documents at the Dean of Student's office at least 60 days prior to the desired semester of return using the University's online application form.

Upon receipt, the Dean of Students will work with the Medical Withdrawal Review Committee to review the aforementioned information, determine whether requirements have been satisfied, and establish if the student is ready to return to campus. The decision is final; however, additional supporting documentation will be considered if received within the 60 day timeframe prior to desired semester of return. If approved to return to the University, agree to meet with the Dean of Students, Student Outreach & Support Case Manager, or other appropriate designee for regular check-ins, as requested.

A resolution letter outlining the status of the medical withdrawal and the guidelines for return will be forwarded electronically to the following appropriate offices: Registrar's Office, Bursar's Office, College Dean and Department Chair, Office of Financial Aid and Scholarships, and Housing and Residence Life (if appropriate).

All records related to Voluntary and Involuntary Medical Leave will be maintained in the Maxient database as the main repository.

The Medical Leave procedures at YSU shall comply with all relevant Federal and State laws regarding the disclosure of medical information and mental health regulations that pertain to students.

Last updated 4/5/21

Pending approval by Academic Senate

Margin comments and revisions:

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