YOUNGSTOWN STATE UNIVERSITY

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, February 3, 2021 at 4:00 P.M.

Virtual Attendance Only at the Following URL:

https://ysu.webex.com/ysu/j.php?MTID=m04fdea8c70717f7e6e5a0d3519403516

Meeting number: 180 452 7645
Password: d52JUwiJ4pQ
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 December 2, 2020**
   To Be Distributed by Separate Email
4. **[4:04 PM] Chair/Senate Executive Committee Report**
5. **Ohio Faculty Council Report** – No Report
6. **[4:08 PM] Charter and Bylaws Committee** – Carol Lamb
7. **Report of the Elections/Balloting Committee**– No Report
8. **[4:12 PM] Reports from Senate Committees**
   a. Undergraduate Curriculum Committee – Tom Wakefield, Chair (see attachment)
   b. Teaching and Learning: YSU Common Syllabus proposal – Cary Wecht, Chair (see attachment)
   c. Academic Calendar and Course Schedule Task Force – Adam Earnheardt (see attachment)
   d. Other?
9. **[4:35 PM] Provost Smith**
10. **Unfinished Business**
11. **[4:40 PM] New Business**
    a. Academic Catalog – Kevin Ball and Jeanne Herman
    b. CR/NC Option for Spring 2021/Summer 2021
    c. Other?
12. **[5:00 PM] Adjournment**

NEXT SENATE MEETING:
Wednesday, March 3, 2021 at 4:00 P.M.

Date **1/19/2021**_____ Senate Meeting Date 2/3/2021__ 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 1/19/2021 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 (24)				
Code	**Title**	**Status**	**Initiator**	**Received**
FNUT 4874L	FNUT 4874L: Community Nutrition and Wellness Laboratory	Edited	jlmincher	12/21/2020
GEOL 2600	GEOL 2600: Geology in the Field	Added	jcdick	1/11/2021
GEOL 2615	GEOL 2615: Geology and the Environment 1	Deleted	jcdick	1/11/2021
GEOL 3703	GEOL 3703: Geological Field Methods: canceled per instructions from Jeff Dick	Added	jcdick	1/11/2021
GEOL 3705	GEOL 3705: Structures and Landscapes	Added	jcdick	1/11/2021
GEOL 3708	GEOL 3708: Geological Field Methods	Added	jcdick	1/11/2021
GEOL 3710	GEOL 3710: Petroleum Geology of the Appalachian Basin	Added	jcdick	1/11/2021
GEOL 4806	GEOL 4806: Engineering Geology	Added	jcdick	1/11/2021
GEOL 4899B	GEOL 4899B: Special Topic GIS Applications	Deleted	jcdick	1/11/2021
GEOL 4899G	GEOL 4899G: Special Topics Groundwater Resource Evaluation	Deleted	jcdick	1/11/2021
MATH 2651	MATH 2651: Mathematics for Early Childhood Teachers 1	Deleted	tpwakefield	12/29/2020
MATH 2651C	MATH 2651C: Corequisite Support for Mathematics for Early Childhood Teachers	Deleted	tpwakefield	12/29/2020
MATH 3702	MATH 3702: Problem Solving Techniques for Secondary Mathematics	Edited	tpwakefield	12/29/2020
MUAC 3755	MUAC 3755: Guitar Methods	Edited	regoldberg	12/10/2020
RESC 4847	RESC 4847: Sleep Clinics 1	Deleted	klcolwell	12/8/2020
RESC 4849	RESC 4849: Sleep Clinics 2	Deleted	klcolwell	12/8/2020

The following courses are being held, pending questions about lab credit hours:

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	NURS 3731L: Childbearing, Family, and Women's Health Nursing	Edited	nhwagner	10/28/2020

3731L	Laboratory			
NURS 3741	NURS 3741: Professional Nursing 2	Edited	nhwagner	10/28/2020
NURS 3741L	NURS 3741L: Professional Nursing 2 Laboratory	Edited	nhwagner	10/28/2020
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

Proposed Changes to the YSU Common Syllabus

What does it mean to have a "learner-centered" syllabus?

It is not so much a difference in what you include in your syllabus, but an intentional choice to use language and format to help students understand how to succeed in your course and what your expectations for learning are. Reframe thinking of your syllabus as a reference document towards a tool that helps guide students' learning.

Why should I use the common syllabus template?

The use of the common syllabus is not required. The template is meant to be useful to you, and supportive of your students. Many faculty did not receive training during their graduate programs on how to construct a syllabus. These templates serve as a support to you and provide guidance on essential elements of a learner-centered syllabus.

Why are there multiple versions of the template?

The Senate Teaching and Learning Committee sought to be receptive to the varying needs of faculty, and thus developed a full template, as well as a pared down version that only includes required syllabus elements. In order to be responsive to the differing needs of faculty, there is step-by-step language for utilizing the ADA-compliant templates, along with two versions of the template, one with recommended language and another with only required language. Additionally, the committee is collaborating with Cyberlearning to also develop an optional Blackboard version of the template.

Where can I download the proposed YSU Common Syllabus?

The following website, which includes downloadable templates, has been co-created by members of the YSU Academic Senate Teaching & Learning Committee: https://ysu.edu/institute-teaching-and-learning/ysu-common-syllabus. The website and revised common syllabus templates were designed with both faculty and students in mind. For students, the syllabus template includes learner-centered language and points students towards information and resources that will support their academic success. For faculty, the syllabus template is ADA-compliant and will hopefully be a single source of information for syllabus creation.

Where can I see the templates?

The YSU Common Syllabus will be owned and approved by the YSU Academic Senate. In partnership with the YSU Academic Senate, the Institute for Teaching and Learning (ITL), will be responsible for making any Senate approved changes and maintaining the accuracy of web links and information from semester to semester. ITL has committed to checking the YSU Common Syllabus website for necessary updates at minimum 2 months before the start of the next semester. This includes the policy and resources pages, which can be linked to in the syllabus template.

This document is currently in draft form, and we welcome any feedback, critique, or comments you may have to the website and templates. Please email Cary Wecht, Chair of the YSU Academic Senate Teaching & Learning Committee at CLWecht01@ysu.edu with your thoughts.

January 15, 2021

NAME OF COMMITTEE: Academic Calendar and Course Schedule Task Force
CLASSIFICATION: Senate Ad-Hoc
REPORTS TO: Senate Executive Council

CHARGE: An academic calendar and course schedule task force (ACCS Task Force) will be established in Spring 2020 to review policies and procedures associated with the development, implementation and review of the academic schedule. The committee will collect data from various groups to identify challenges and opportunities within the current system that will inform the creation of a document voted on by the Senate in Spring 2021.

The charge of the committee will be as follows:
- Examine best practices of academic scheduling;
- Examine the current academic schedule with the goal of articulating the new terms that have been developed and investigate other ways to provide options for the innovative delivery of course work;
- Create a framework for regular review of the academic calendar and schedule.

This approach is needed to address changes in higher education and allow YSU to explore ways we can be more competitive, while maintaining our existing structure.

PROPOSED CHANGES TO CHARGE:
An academic calendar and course schedule task force (ACCS Task Force) will be established in January 2021 to review policies and procedures associated with the development, implementation and review of the academic schedule. The committee will collect data from various groups to identify challenges and opportunities within the current system that will inform the creation of a document to be voted on by the Senate in Spring 2022.

The charge of the committee will be as follows:
- Examine best practices of academic scheduling and calendar planning that promotes efficiency and innovation (including the review of practices at other Ohio institutions);
- Examine the current academic schedule and calendar with the goal of articulating the new terms that have been implemented and investigate other options for innovative scheduling of courses and planning of term calendars;
- Create a framework for annual (and ad hoc as needed) review of the academic calendar and schedule that involves all stakeholders, including faculty, staff, administrators and students;
- Propose recommendations for calendar to the Office of Academic Affairs as needed; propose recommendations for scheduling guidelines to the academic senate as needed.

COMPOSITION:
6 faculty/chairs to represent each college
Two representatives from the registrar's office
A representative from the provost's office
A representative from admissions

PROPOSED CHANGES TO COMPOSTION:
4-5 faculty
4-5 chairs (note: all colleges should be represented/chair or faculty member from each college)
1-2 students
A representative from the Registrar's Office
A representative from the Office of Academic Affairs (OAA)
A representative from College of Graduate Studies
A representative from the Office of Undergraduate Admissions (ex-officio)
A representative from Office of Events (ex-officio)
A representative from YSU-OEA executive committee (ex-officio)

LIST OF MEMBERS/VACANCIES (asterisk identifies current Senate members):
Proposed list of people to appoint:

Calendar and Course Schedule Task Force	
Name/College or Area Represented	**Email Address**
Snow Balaz, CSTEM[f] (Chair)	sbalaz@ysu.edu
Adam Earnheardt, WCBA[f]	acearnheardt@ysu.edu
Bruce Keillor, WCBA[c]	bdkeillor@ysu.edu
John Hazy, BCHHS[c]	jmhazy@ysu.edu
Dawna Cerney, BCLASSE[f]	dlcerney@ysu.edu
Kent Engelhardt, CLIFFE[f]	kjengelhardt@ysu.edu
Kevin Ball, Associate Provost (OAA)	keball@ysu.edu
Jeanne Herman, Registrar	jmherman@ysu.edu
Susan Clutter, YSU-OEA exec committee	swclutter@ysu.edu
VACANT, Faculty, BCHHS	
VACANT, Chair, BCLASSE	
VACANT, Chair, CSTEM	
VACANT, Chair, CLIFFE	
VACANT, Admin. (graduate college)	
VACANT, Student (SGA appointment)	
VACANT, Student (SGA appointment)	
VACANT, Admin. (admissions; ex-officio)	
VACANT, Admin. (events; ex-officio)	

f = faculty
c = department chairperson

QUALIFICATIONS OF COMMITTEE MEMBERS: There are no qualifications, other than those specified by the composition.

TERM: 2020-2022

MEANS OF APPOINTMENT: Senate Chair, through Governance Committee

FIRST MEETING CALL BY DATE: February 2021

STANDARD MEETING TIME: TBD (research phase over Spring 2021, committee deliberations Spring-Summer-Fall 2021)

CHAIR RESPONSIBLITIES: Meet a minimum of two times each semester. Report any significant business to the Senate. Ensure minutes are kept.

COMMENTS: NA

PROPOSED CHANGES TO ANY AREA OTHER THAN CHARGE AND COMPOSITION: NA