

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 MINUTES

Wednesday, September 5, 2018 at 4:00 P.M.

Room 132 · DeBartolo Hall

- 1. Call to Order/Certification of Quorum at 4:03 PM**
- 2. Welcome and Introduction of New Senators**
- 3. Agenda approved**
- 4. Minutes from April 25, 2018 meeting were approved** – The minutes can be downloaded at the following URL: http://academicssenate.yosu.edu/?page_id=61
- 5. Elections of Senate Chair/Charter & Bylaws Committee Members (Ken Learman)**
 - a. Nominations for Chair**
 - **Chet Cooper was nominated**
 - **Kris Schueller was nominated**
 - **Carol Lamb was nominated**
 - **Nominations will remain open for one week. Please email Ken Learman with any other nominations**
 - b. Nominations for Senate Executive Committee for CCCAC and HHS has gone out**
 - **Current nominees for CCCAC are Katherine Garlick and Guy Harrison**
 - c. Nominees for HHS Elections and Balloting have gone out**
 - d. Nominations for General Education Committee are being accepted for CLASS and HHS**
 - e. Nominations for an at large Senator for CLASS has gone out**
 - f. Nominations for Charter & Bylaws Committee to go out soon**
- 6. [4:13 PM] Senate Executive Committee Report** – Chet Cooper, Senate Chair
 - a. Appointment of Secretary and Parliamentarian**
 - **Amy Flick- Secretary**
 - **Max Grubb- Parliamentarian**
 - b. Program Review: the HLC noted that Program Review was an area of concern for our institution. We are currently working to structure the review process to best meet the**

needs of our departments, administration, and accrediting bodies. We are also working to coordinate program review efforts with strategic planning.

- c. First Year Experience: The ad hoc committee formed at the last meeting of the Academic Senate in May 2018 formulated a set of recommendations. These recommendations, posted to the Academic Senate web page, were approved by the Executive Committee. Via the Office of the Provost, a separate committee is being established, with faculty representation, to consider changes to the First Year Experience.
- d. Police Academy Conditional admissions: The Executive Committee approved a temporary policy, good for only the 2018-2019 academic year, to allow students previously taking the Police Academy for non-credit (due to not meeting YSU admission requirements), to be admitted conditionally for credit. ([Attachment 1](#))
- e. Credit Hour Definition for Web-Based Courses ([Attachment 2](#))
- f. Provost is forming a visioning committee for General Education. More information is to come.
- g. Board of Trustees approved a graduation speaker, Mark Maldonado, a YSU alumnus and graduate of the Biology Department.
- h. Principles and Practice of Shared Governance handout was distributed ([here](#))
- i. Committee Assignment draft was distributed. Some members on the committees are nonvoting.
 - It was asked how this was determined. It was explained that priority was given to people who submitted preferences early. There were concerns raised about the transparency of this process.

7. Ohio Faculty Council Report – Chet Cooper, Senate Chair- No Report

8. Charter and Bylaws Committee- Amy Flick, Chair- No Report

9. Reports from Other Senate Committees

- a. Academic Events Committee– No Report
- b. Academic Programs Committee – No Report
- c. Academic Research Committee – No Report
- d. Academic Standards Committee– No Report
- e. General Education Committee (Joe Palardy, Chair) – No Report
- f. Honors Committee – No Report
- g. Library Committee – No Report
- h. Professional Conduct Committee– No Report
- i. Student Academic Affairs Committee – No Report
- j. Student Academic Grievance Committee– No Report

- k. Undergraduate Curriculum Committee– No Report
- l. Program Review (Amy Flick, Chair)- No Report
- m. Technologies Committee - No Report

10. Unfinished Business

11. New Business

- a. HLC Update, Kevin Ball ([Attachment 3](#))
 - It was asked about areas that were “Met” but still had noted issues and suggestions by the site team. Dr. Ball said that these things are going to be worked on.
 - It was asked how faculty and staff can share concerns productively and have assurance that the concerns will be heard. Dr. Ball said that we will have to show progress at the midterm reports. There is a meeting scheduled to discuss the operationalization of meeting concerns. The intent is for there to be a body to oversee this.
 - There were concerns about the relationship between the university and part time faculty, which was not noted in the HLC report. As this relationship continues to affect academic practices, discussions about and advocacy for part time faculty will continue.
- b. Strategic Planning, AJ Sumell ([Attachment 4](#))
 - The central focus of the strategic planning has been inclusivity and transparency. In order for a strategic plan to be effective, there must be buy in by the people who will enact the strategic plan. The committee wants to maximize the contributions by members of the campus community in this process and to be a more successful institution moving forward.
 - Four Ways to get involved:
 - Strategic Planning website
 - Open Forums and thought leader presentations to share ideas
 - Campus Climate survey
 - Share insights with members of the strategic planning committee
- c. Brief Program Review Discussion deferred to next month

12. Adjournment at 4:53 PM

Attachment 1

Police Academy Conditional Admissions

The Police Academy at YSU is a unique program consisting of a one semester 16 SH course of study with multiple components. Students are no-degree status and earn a certification.

Guidelines Shaped and Accepted by Senate executive Committee:

Police Academy student applicants, not fully meeting academic admission requirements to the University, can gain probationary admissions to the Police Academy for the sole purpose of completing this course of study for the academic year 2018-2019. Probationary Admission to this program ~~to~~ is subject to review by the Police Academy Program Director. Any subsequent full admission of these students to the University, for degree status, can be admitted on a provisional admission basis, contingent upon successful completion of the certification with grade of C or the equivalent

Attachment 2

WB Credit Hour (italics are the recommended additions to be included in the policy to account for WB courses)

YSU's Definition of Credit Hour:

In all cases, learning in for-credit courses is guided by a qualified instructor and includes regular and substantive student-instructor interaction.

The class hour is a weekly 50-minute class period and is the basic unit of instruction. The term "semester hour" (s.h.) signifies one class hour a week carried for one 15-week semester (or the equivalent in a summer term or flexibly scheduled class). A semester hour of credit is the amount of credit given for one semester hour successfully completed. Each semester hour of credit represents an average of three hours of study and instruction every week through the term.

Alternatively, a web-based semester hour will be defined as the learning that takes place in at least 45 hours of learning activities, which include time in reviewing lectures or class meetings online, laboratories, examinations, presentations, tutorials, preparation, reading, studying, hands-on experiences, and other learning activities; or a demonstration by the student of learning equivalent to that established as the expected product of such a period of study.

Attachment 3

HIGHER LEARNING COMMISSION (HLC) UPDATE SEPTEMBER 2018

Reaffirmation of Accreditation

- On July 30, 2018, the Institutional Actions Council (IAC) of the Higher Learning Commission concurred with the peer review team's report and recommendations with no changes.
- The IAC granted continued accreditation for **ten** years with the next Reaffirmation of Accreditation scheduled to occur in **2027-28**.
- In conjunction with this action, the IAC required the following **interim monitoring**:
 - Interim report on **credit hour policy** (due 12/1/2018): "The current institutional credit hour policy is overly narrow in that it describes the class hour (a weekly 50-minute class period) as the basic unit of instruction and does not specifically address hybrid or online formats. The institution needs to provide evidence of a revised credit hour policy addressing all relevant delivery formats."
 - Interim report on **program review** (due 9/1/2021): "This monitoring report needs to provide evidence of adherence to an established schedule of program reviews at the undergraduate as well as the graduate level, with examples of completed program reviews. The examples provided need to include the departmental self-study and documentation of review having occurred at all levels specified in the new program review model. Finally, the report should include evidence of how information from the program review process was used to inform changes at the department, college, and/or institutional level."
- Ratings: 20/21 areas were evaluated as "Met"; one area was evaluated as "Met With Concerns"

Pathway Selection

- The IAC concurred with the review team's findings and voted to affirm YSU's eligibility to select the Standard or Open Pathway for reaffirmation of accreditation.
- YSU has selected the **Open Pathway**.

Ongoing Improvement

- "YSU has self-identified **communication** and **shared governance** as areas for improvement, and the site team encourages the institution to continue to address these areas."

<https://ysuprod.sharepoint.com/sites/HLCOpenForum>

Attachment 4

YSU 2025 Strategic Planning Summary

Using the input of faculty, staff, students, and the community, we aspire to develop a strategic plan that facilitates positive change at YSU, builds on our current strengths, improves the culture of community, and positions YSU to be more successful in the face of a constantly changing higher education landscape.

The Strategic Planning process will be led by the Strategic Planning Organization Team, which is composed of representatives of faculty, administration, staff, students and the Board of Trustees.

Members include:

Moataz Abdelrasoul, Undergraduate Student of Pre-Law and Political Science.
Coskun Bayrak, Chair and Professor of Computer Science and Information Services.
Kristine Blair, Dean, College of Liberal Arts and Social Sciences and professor of English.
Claire Berardini, Associate Provost for Student Success.
Amy Cossentino, Director, Honors College.
Amy Crawford, Chair of Communications and Associate Professor of Telecommunication Studies.
Chet Cooper, Chair of Academic Senate and Professor of Biological Sciences.
Dana Davis, Chair of Social Work and Assistant Professor of Social Work.
Tim Francisco, Professor of English.
Rodney Harden, YSU-ACE Vice President and Network Technician.
Jacci Johnson, Assistant Director of Undergraduate Admissions.
Sepideh Khavari, Lecturer, Department of Mathematics and Statistics.
Ken Learman, Professor of Physical Therapy.
Jenn Pintar, Associate Provost for Academic Administration and Professor of Kinesiology and Sport Science.
James "Ted" Roberts, member of YSU Board of Trustees and President of Roth, Blair, Roberts, Strasfeld & Lodge.
Molly Seals, member of the YSU Board of Trustees and System Vice president of Human Resources Program Delivery at Mercy Health Youngstown.
Mike Sherman, Special Assistant to the President
A.J. Sumell, YSU-OEA President and Professor of Economics

The Strategic Planning Organization Team is charged with:

- Designing the planning process
- Facilitating the stakeholder-based and constituency-oriented planning process
- Helping to gather and synthesize information and input to develop a Draft Plan in SP 2019

- Regularly updating campus on progress of the plan
- Guiding implementation of the plan

The Strategic Planning Organization Team remains committed to the following Guiding Principles

- Inclusive:

The strategic plan will be formed through a collaborative and safe process that is driven by input from faculty, staff, students, alumni, and donors in an environment of shared governance.

- Transparent:

The strategic plan organizers are committed to an open door policy in which summaries of meetings, events, key initiatives, and outcomes are available to and communicated with the campus community.

- Responsive:

The strategic plan will be based upon a data-driven decision making process that allows for adaptability, fosters innovation, and encourages a willingness to implement new strategies to address future challenges.

- Meaningful:

The strategic plan will be used to help guide and inform University decisions, will be aligned with resources and other established University processes, and will be a mechanism for positive change for the University.

In order to be successful, the Strategic Planning Organization Team needs input and ideas from the entire campus community. Please take advantage of various opportunities to share your input through surveys, campus meetings, social media, and YSU's strategic planning website, found here:

<https://ysu.edu/strategic-planning>

ROADMAP OF THE PROCESS

Planning to develop a Strategic Plan

- Phase 1: Spring/Summer 2018
 - Planning for the Planning Process
 - Create and experience a planning environment to replicate across campus
 - Determine engagement by external thought-leaders to inform the planning process
 - Orchestrate campus and community engagement in the planning process
 - Begin to gather and synthesize information through deans, department chairs, school directors to be used during the planning process

- Phase 2: Fall/Spring 2018-19
 - Implement the Planning Process
 - Gather Feedback
 - Develop elements of a draft Plan
 - Refine the draft Plan and seek feedback
 - Consider changes to YSU's Mission Statement and Core Values

- Phase 3: Fall/Spring 2019-20
 - Develop a Penultimate Plan for BOT endorsement
 - Adjust YSU processes and procedures to align with implementation of a Plan
 - BOT endorses budget for FY 2020, and each year thereafter, aligned with the Plan
 - The Plan is implemented