

REVISED

**BOARD OF TRUSTEES
ACADEMIC QUALITY AND STUDENT SUCCESS COMMITTEE**

**Delores E. Crawford, Chair
John R. Jakubek, Vice Chair
All Trustees are Members
James P. Tressel, *Ex-Officio***

**Tuesday, March 15, 2016
8:00 a.m.**

**Tod Hall
Board Meeting Room**

AGENDA

A. Disposition of Minutes for Meetings Held December 1, 2015

B. Old Business

C. Committee Items

1. Student Affairs

a. Discussion Item

1) Spring and Fall Enrollment Updates

Gary D. Swegan, Associate Vice President for Enrollment Planning and Management, will present an update regarding spring and fall 2016 enrollment.

2. Academic Affairs

a. Academic Affairs Consent Agenda*

1) Resolution to Modify Policy 3356-7-24, Recognition, publication, and support of employee degrees (Previous Policy Number 7010.01)

Martin A. Abraham, Provost and Vice President for Academic Affairs, will report.

Tab 1

*Items under the Consent Agenda require Board approval; however they may be presented without discussion as these items include only non-substantive changes.

- 2) **Resolution to Modify Policy 3356-10-13, Research, grants and sponsored programs (Previous Policy Number 1013.01)** **Tab 2**
Martin A. Abraham, Provost and Vice President for Academic Affairs, and Michael Hripko, Associate Vice President for Research, will report.

b. Academic Affairs Action Items

- 1) **Resolution to Authorize Conferral of Honorary Degrees** **Tab 3**
Ms. Andrea Wood and Mr. Joseph G. Carson have been nominated to receive honorary degrees at the Spring 2016 commencement ceremonies. Board approval is required. Dr. Martin A. Abraham, Provost and Vice President for Academic Affairs, will summarize the candidates' credentials.
- 2) **Resolution Entrusting the Academic Senate with Establishing Conditions for Granting Undergraduate Course Credit to Students Who Have Successfully Completed an International Baccalaureate Diploma Program** **Tab 4**
Martin A. Abraham, Provost and Vice President for Academic Affairs, will report.
- 3) **Resolution to Approve Tenure for Dean of the College of Science, Technology, Engineering and Mathematics** **Tab 5**
Martin A. Abraham, Provost and Vice President for Academic Affairs, will report.

c. Academic Affairs Discussion Items

- 1) **Program Review Update** **Tab 6**
Dr. Corey Andrews, Coordinator of the Academic Senate Program Review Committee, will give an update on YSU's progress to date.
- 2) **Update on First Year Experience** **Tab 7**
Martin A. Abraham, Provost and Vice President for Academic Affairs, will report.

E. New Business

F. Adjournment

Explanation of Modifications to *University Policy*:

3356-7-24 Recognition, publication, and support of employee degrees.

(Previous Policy Number 7010.01)

This policy was reviewed and minimal changes were made. Modifications include adding the complete title of the provost and vice president for academic affairs within the language, indicating the appropriate vice president to receive verified materials of employees, and having the office of human resources verify the degrees. Additional changes include updating the name of the Board committee responsible for the policy, aligning the policy with the new numbering system, and indicating the new review date.



**RESOLUTION TO MODIFY
RECOGNITION, PUBLICATION, AND SUPPORT OF EMPLOYEE DEGREES,
3356-7-24 (PREVIOUS POLICY NUMBER 7010.01)**

WHEREAS, the University Policies are being reviewed and reconceptualized on an ongoing basis; and

WHEREAS, this process can result in the modification of existing policies, the creation of new policies, or the deletion of policies no longer needed; and

WHEREAS, action is required by the Board of Trustees prior to replacing and/or implementing modified or newly created policies, or to rescind existing policies; and

WHEREAS, the Recognition, Publication, and Support of Employee Degrees policy has been reviewed because of changes in the authorized institutional officials at Youngstown State University, and has been formatted in accordance with Policy 3356-1-09, Development and Issuance of University Policies.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of University Policy governing Recognition, Publication, and Support of Employee Degrees, policy number 3356-7-24 (previous Policy Number 7010.01) shown as Exhibit __ attached hereto. A copy of the policy indicating changes to be made is also attached.

**Board of Trustees Meeting
March 16, 2016
YR 2016-**

3356-7-24 Recognition, publication, and support of employee degrees.

Previous Policy Number: 7010.01
Responsible Division/Office: Academic Affairs
Responsible Officer: Provost and [Vice President](#) for Academic Affairs
Revision History: October 1998; June 2010; [March 2016](#)
Board Committee: Academic [Quality](#) and Student [Affairs](#)[Success](#)
Effective Date: [June 11, 2010](#)[March 16, 2016](#)
Next Review: [2015](#)[21](#)

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- (A) Policy statement. The university recognizes only credits and degrees awarded by regionally accredited or other U.S. department of education-approved post-secondary institutions in the United States or by equivalent foreign institutions.
- (B) Purpose. These procedures are designed to help assure that the university employs qualified individuals, to assure that employees' qualifications are accurately presented to the public, and to ensure that university-supported employee study toward degrees is undertaken at accredited institutions in appropriate fields. Employees covered by collective bargaining may also refer to their respective labor agreements.
- (C) Definitions.
- (1) Accredited postsecondary institutions: Those institutions identified by one of the seven regional institutional accrediting agencies or other appropriate professional organizations recognized by the U.S. department of education as meeting certain academic standards and expectations. A database of such institutions is available on the website of the council for higher education accreditation ("CHEA").
 - (2) Equivalent foreign institutions: Institutions, typically recognized by a national ministry of education or an appropriate agency of the provincial (or state) government approved by the provost/[vice president for academic affairs](#). In determining whether a foreign institution is equivalent, the provost/[vice president for academic affairs](#) may appoint a committee to make a recommendation [or consult](#).~~The~~ regional accrediting agencies and other organizations.

such as the American association of collegiate registrars and admissions officers ("AACRAO"), ~~may be consulted in evaluating credentials from foreign institutions.~~

(D) Procedures.

(1) Verification of credentials

- ~~(1a)~~ (4a) The academic department chairperson or department/unit supervisor forwarding recommendations for employment for which a degree is required must include an official transcript of the candidate's academic preparation. The transcript must show a pattern of academic preparation appropriate to the position for which employment is recommended.
- ~~(2b)~~ (2b) Upon receipt, the dean/executive director will review the recommendation for employment and supporting materials. If appropriate, these materials will be forwarded to the ~~provost/applicable~~ vice president for approval.
- ~~(3c)~~ (3c) Upon approval of an appointment, the ~~provost/~~vice president will forward the official transcript and supporting materials to the office of human resources.
- ~~(4d)~~ (4d) The office of human resources will verify that the transcript is from an accredited post-secondary institution or equivalent foreign institution. Upon verification, a letter of appointment and related information will be initiated.
- ~~(5e)~~ (5e) The office of human resources will maintain the official record of the degrees held by each employee. The record will be changed only by request of the ~~provost/applicable~~ vice president upon receipt of an official transcript from an accredited postsecondary institution or equivalent foreign institution.
- ~~(6f)~~ (6f) Only those degrees officially recorded by the office of human resources may be listed for any employee in any university publication.

- (7g) When listing degrees and degree-granting institutions:
- (ai) Names of institutions shall be listed as they were at the time the degree was earned.
 - (bii) Degrees from foreign institutions shall appear in untranslated form.
 - (eiii) Degrees shall appear as worded on the official transcript or diploma.

(2) Application for support to complete an advance degree.

- (8a) In advance of making application, employees interested in receiving support to pursue further education must consult with the department chairperson/director regarding the intended field of study and institution they expect to attend. The office of human resources will verify that the employee is eligible for benefits and that the ~~The work~~ must-be-taken-program of study will be pursued at an accredited postsecondary institution or equivalent foreign institution and must-be in a field appropriate to the employee's teaching assignment or area of responsibility. Exceptions may be granted under certain circumstances, e.g., an employee retraining for a different teaching field or area of responsibility.
- (9b) If there is agreement regarding the institution and field of study, the employee will submit a written proposal to the department chairperson/director identifying the institution and the field of study.
- (10c) The department chairperson/director will forward the employee plan to the dean/executive director for review. If appropriate, the plan is then forwarded to the provost/applicable vice president for approval.
- (11d) The employee has a responsibility to keep the department chairperson/director apprised of progress being made toward the completion of the plan.

- | (12e) Upon completion of the plan and the attainment of a degree, the employee must submit an official transcript verifying the degree to the office of human resources, which maintains the official record of degrees for employees.

3356-7-24 Recognition, publication, and support of employee degrees.

Previous Policy Number: 7010.01
Responsible Division/Office: Academic Affairs
Responsible Officer: Provost and Vice President for Academic Affairs
Revision History: October 1998; June 2010; March 2016
Board Committee: Academic Quality and Student Success
Effective Date: March 16, 2016
Next Review: 2021

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- (A) Policy statement. The university recognizes only credits and degrees awarded by regionally accredited or other U.S. department of education-approved post-secondary institutions in the United States or by equivalent foreign institutions.
- (B) Purpose. These procedures are designed to help assure that the university employs qualified individuals, to assure that employees' qualifications are accurately presented to the public, and to ensure that university-supported employee study toward degrees is undertaken at accredited institutions in appropriate fields. Employees covered by collective bargaining may also refer to their respective labor agreements.
- (C) Definitions.
- (1) Accredited postsecondary institutions: Those institutions identified by one of the seven regional institutional accrediting agencies or other appropriate professional organizations recognized by the U.S. department of education as meeting certain academic standards and expectations. A database of such institutions is available on the website of the council for higher education accreditation ("CHEA").
 - (2) Equivalent foreign institutions: Institutions, typically recognized by a national ministry of education or an appropriate agency of the provincial (or state) government approved by the provost/vice president for academic affairs. In determining whether a foreign institution is equivalent, the provost/vice president for academic

affairs may appoint a committee to make a recommendation or consult regional accrediting agencies and other organizations, such as the American association of collegiate registrars and admissions officers ("AACRAO").

(D) Procedures.

(1) Verification of credentials

- (a) The academic department chairperson or department/unit supervisor forwarding recommendations for employment for which a degree is required must include an official transcript of the candidate's academic preparation. The transcript must show a pattern of academic preparation appropriate to the position for which employment is recommended.
- (b) Upon receipt, the dean/executive director will review the recommendation for employment and supporting materials. If appropriate, these materials will be forwarded to the applicable vice president for approval.
- (c) Upon approval of an appointment, the vice president will forward the official transcript and supporting materials to the office of human resources.
- (d) The office of human resources will verify that the transcript is from an accredited post-secondary institution or equivalent foreign institution. Upon verification, a letter of appointment and related information will be initiated.
- (e) The office of human resources will maintain the official record of the degrees held by each employee. The record will be changed only by request of the applicable vice president upon receipt of an official transcript from an accredited postsecondary institution or equivalent foreign institution.
- (f) Only those degrees officially recorded by the office of human resources may be listed for any employee in any university publication.

- (g) When listing degrees and degree-granting institutions:
 - (i) Names of institutions shall be listed as they were at the time the degree was earned.
 - (ii) Degrees from foreign institutions shall appear in untranslated form.
 - (iii) Degrees shall appear as worded on the official transcript or diploma.
- (2) Application for support to complete an advance degree.
 - (a) In advance of making application, employees interested in receiving support to pursue further education must consult with the department chairperson/director regarding the intended field of study and institution they expect to attend. The office of human resources will verify that the employee is eligible for benefits and that the program of study will be pursued at an accredited postsecondary institution or equivalent foreign institution and is in a field appropriate to the employee's teaching assignment or area of responsibility. Exceptions may be granted under certain circumstances, e.g., an employee retraining for a different teaching field or area of responsibility.
 - (b) If there is agreement regarding the institution and field of study, the employee will submit a written proposal to the department chairperson/director identifying the institution and the field of study.
 - (c) The department chairperson/director will forward the employee plan to the dean/executive director for review. If appropriate, the plan is then forwarded to the applicable vice president for approval.
 - (d) The employee has a responsibility to keep the department chairperson/director apprised of progress being made toward the completion of the plan.

- (e) Upon completion of the plan and the attainment of a degree, the employee must submit an official transcript verifying the degree to the office of human resources, which maintains the official record of degrees for employees.

Explanation of Modifications to *University Policy*:

**3356-10-13 Research, grants, and sponsored programs.
(Previous Policy Number 1013.01)**

This policy was reviewed and minimal changes were made. Modifications include changing the individuals responsible to serve as authorized institutional officials by deleting the associate provost/dean of graduate studies and adding the provost and the associate vice president for research. Additional changes include updating the name of the Board committee responsible for the policy, aligning the policy with the new numbering system, and indicating the new review date.



**RESOLUTION TO MODIFY
RESEARCH, GRANTS, AND SPONSORED PROGRAMS, 3356-10-13
(PREVIOUS POLICY NUMBER 1013.01)**

WHEREAS, the University Policies are being reviewed and reconceptualized on an ongoing basis; and

WHEREAS, this process can result in the modification of existing policies, the creation of new policies, or the deletion of policies no longer needed; and

WHEREAS, action is required by the Board of Trustees prior to replacing and/or implementing modified or newly created policies, or to rescind existing policies; and

WHEREAS, the Research, Grants, and Sponsored Programs policy has been reviewed because of changes in the authorized institutional officials at Youngstown State University, and has been formatted in accordance with Policy 3356-1-09, Development and Issuance of University Policies.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of University Policy governing Research, Grants and Sponsored Programs, policy number 3356-10-13 (previous Policy Number 1013.01) shown as Exhibit __ attached hereto. A copy of the policy indicating changes to be made is also attached.

**Board of Trustees Meeting
March 16, 2016
YR 2016-**

3356-10-13 Research, grants, and sponsored programs.

Previous Policy Number: 1013.01
Responsible Division/Office: Graduate Studies and Research
Responsible Officer: Provost and [Vice President](#) -for Academic Affairs
Revision History: July 1999; December 2009; June 2014; [March 2016](#)
Board Committee: Academic [and Quality](#) Student [Affairs Success](#)
Effective Date: [June 18, 2014](#) [March 16, 2016](#)
Next Review: [2019](#) [21](#)

- (A) Policy statement. Believing that the quality of education and public service is grounded in scholarship, the university seeks to encourage and support research and scholarly and professional activity that strengthen its educational and service mission.
- (B) Definitions.
- (1) "Sponsored programs" are activities, including research, teaching, training or service programs, substantially funded by agencies external to the university and which require program technical, administrative, and fiscal accountability.
- (2) "Grants, contracts, and cooperative agreements" are legal instruments governing the administration of sponsored programs.
- (3) "Research" is legally defined as "...a systematic investigation, including research development, testing, and evaluation designed to develop or contribute to generalizable knowledge..." [45 CFR 46.102(d)]. It includes internally- and/or externally-sponsored research, or unfunded research, conducted by authorized faculty or staff.
- (C) Parameters.
- (1) The university, as an entity of state government, is legally authorized to serve as fiscal agent for sponsored programs undertaken with institutional approval by faculty and staff, who

may be designated as principal investigators (for research projects) or project directors (on other activities).

- (2) University employees or students may not undertake sponsored programs involving university resources unless institutionally authorized to do so.
 - (3) The president, [provost/vice president for academic affairs](#) and the associate ~~[provost/dean of graduate studies and vice president of](#)~~ research are specifically designated to serve as authorized institutional officials with the right to approve sponsored program proposals and agreements.
 - (4) The associate ~~[provost/dean of graduate studies and vice president of](#)~~ research is the university official having primary authority to oversee the appropriate conduct of sponsored program activities, systems, and services.
 - (5) The university research council is charged with assisting the associate ~~[provost/dean of graduate studies and vice president of](#)~~ research in stimulating sponsored program activity. The executive director of the public service institute has been assigned the responsibility for coordinating sponsored program activity undertaken by members of the institute staff.
 - (6) All documents, reports, and/or other publications created under university auspices, notwithstanding the source of support, must appropriately acknowledge the university.
- (D) Procedures.
- (1) All sponsored programs are initiated by submission of a written proposal, including a properly completed Youngstown state university proposal submission form (~~referred to as the~~ [blue sheet](#)), identifying the nature of the research or other activity, an estimate of the time needed to complete it, and a full costing of all resources needed to support the project.
 - (a) Faculty proposals are forwarded by the principal investigator/project director to the department chair(s) and dean(s) of the academic unit(s) involved in the anticipated project. Following their review and approval, the proposal

is submitted to the director of grants and sponsored programs for review and submission clearance prior to approval by an authorized institutional official (usually the associate ~~provost/dean of graduate studies and vice president for~~ research).

- (b) Public service institute staff members' proposals are delivered to the appropriate supervisor and then forwarded to the executive director of the public service institute for review and approval prior to submission to the director of grants and sponsored programs and final approval by an authorized institutional official.
 - (c) Proposals from other areas of the university must be forwarded to the appropriate supervisor and the provost/vice president for academic affairs or other appropriate vice president prior to transmittal to the director of grants and sponsored programs and approval by an authorized institutional official.
- (2) All sponsored program applications and award agreements must be reviewed by the director of grants and sponsored programs and approved by an authorized institutional official (usually the associate provost/dean of graduate studies and research) before individuals can accept an award or begin any work.
- (3) Information on research policies, grants and sponsored programs is available from the office of grants and sponsored programs in the following formats:
- (a) The ~~university's "Guide to S~~sponsored ~~P~~programs ~~D~~development~~"(available in~~— hard copy or electronic file).
 - (b) The office of grants and sponsored programs webpage at http://web.yzu.edu/gen/ysu/Grant_Proposal_Development_m946.html
 - (c) Grant development workshops offered by office of grants and sponsored programs each semester.

- (d) Personal meetings with the director or staff members of the office of grants and sponsored programs.
- (4) Other information on faculty research and related considerations is available in the “[collective bargaining Agreement](#) between Youngstown [Sstate U](#)niversity and Youngstown [Sstate U](#)niversity [C](#)hapter of the Ohio [E](#)ducation [A](#)ssociation.”

3356-10-13 Research, grants, and sponsored programs.

Previous Policy Number: 1013.01
Responsible Division/Office: Graduate Studies and Research
Responsible Officer: Provost and Vice President for Academic Affairs
Revision History: July 1999; December 2009; June 2014; March 2016
Board Committee: Academic Quality Student Success
Effective Date: March 16, 2016
Next Review: 2021

- (A) Policy statement. Believing that the quality of education and public service is grounded in scholarship, the university seeks to encourage and support research and scholarly and professional activity that strengthen its educational and service mission.
- (B) Definitions.
- (1) Sponsored programs are activities, including research, teaching, training or service programs, substantially funded by agencies external to the university and which require program technical, administrative, and fiscal accountability.
 - (2) Grants, contracts, and cooperative agreements are legal instruments governing the administration of sponsored programs.
 - (3) Research is legally defined as "...a systematic investigation, including research development, testing, and evaluation designed to develop or contribute to generalizable knowledge..." [45 CFR 46.102(d)]. It includes internally- and/or externally-sponsored research, or unfunded research, conducted by authorized faculty or staff.
- (C) Parameters.
- (1) The university, as an entity of state government, is legally authorized to serve as fiscal agent for sponsored programs undertaken with institutional approval by faculty and staff, who

may be designated as principal investigators (for research projects) or project directors (on other activities).

- (2) University employees or students may not undertake sponsored programs involving university resources unless institutionally authorized to do so.
 - (3) The president, provost/vice president for academic affairs and the associate vice president of research are specifically designated to serve as authorized institutional officials with the right to approve sponsored program proposals and agreements.
 - (4) The associate vice president of research is the university official having primary authority to oversee the appropriate conduct of sponsored program activities, systems, and services.
 - (5) The university research council is charged with assisting the associate vice president of research in stimulating sponsored program activity. The executive director of the public service institute has been assigned the responsibility for coordinating sponsored program activity undertaken by members of the institute staff.
 - (6) All documents, reports, and/or other publications created under university auspices, notwithstanding the source of support, must appropriately acknowledge the university.
- (D) Procedures.
- (1) All sponsored programs are initiated by submission of a written proposal, including a properly completed Youngstown state university proposal submission form (referred to as the blue sheet), identifying the nature of the research or other activity, an estimate of the time needed to complete it, and a full costing of all resources needed to support the project.
 - (a) Faculty proposals are forwarded by the principal investigator/project director to the department chair(s) and dean(s) of the academic unit(s) involved in the anticipated project. Following their review and approval, the proposal is submitted to the director of grants and sponsored programs for review and submission clearance prior to

- approval by an authorized institutional official (usually the associate vice president for research).
- (b) Public service institute staff members' proposals are delivered to the appropriate supervisor and then forwarded to the executive director of the public service institute for review and approval prior to submission to the director of grants and sponsored programs and final approval by an authorized institutional official.
 - (c) Proposals from other areas of the university must be forwarded to the appropriate supervisor and the provost/vice president for academic affairs or other appropriate vice president prior to transmittal to the director of grants and sponsored programs and approval by an authorized institutional official.
- (2) All sponsored program applications and award agreements must be reviewed by the director of grants and sponsored programs and approved by an authorized institutional official (usually the associate provost/dean of graduate studies and research) before individuals can accept an award or begin any work.
- (3) Information on research policies, grants and sponsored programs is available from the office of grants and sponsored programs in the following formats:
- (a) The university's guide to sponsored programs development (available in hard copy or electronic file).
 - (b) The office of grants and sponsored programs webpage at http://web.yosu.edu/gen/ysu/Grant_Proposal_Development/m946.html
 - (c) Grant development workshops offered by office of grants and sponsored programs each semester.
 - (d) Personal meetings with the director or staff members of the office of grants and sponsored programs.

- (4) Other information on faculty research and related considerations is available in the collective bargaining agreement between Youngstown state university and Youngstown state university chapter of the Ohio education association.



**RESOLUTION TO AUTHORIZE
CONFERRAL OF HONORARY DEGREE**

BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby authorize the conferral of a Doctor of Business Administration (D.B.A.) degree, honoris causa, upon Joseph G. Carson, with all the rights and privileges attendant thereto.

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YR 2016-**

Biography of

Joseph G. Carson

Director—Global Economic Research, AllianceBernstein

Joseph G. Carson joined the firm in 2001. He oversees the Economic Analysis team for AllianceBernstein Fixed Income and has primary responsibility for the economic and interest-rate analysis of the US. Previously, Carson was chief economist of the Americas for UBS Warburg, where he was primarily responsible for forecasting the US economy and interest rates. From 1996 to 1999, he was chief US economist at Deutsche Bank. While there, Carson was named to the *Institutional Investor* All-Star Team for Fixed Income and ranked as one of Best Analysts and Economists by The Global Investor Fixed Income Survey. He began his professional career in 1977 as a staff economist for the chief economist's office in the US Department of Commerce, where he was designated the department's representative at the Council on Wage and Price Stability during President Carter's voluntary wage and price guidelines program. In 1979, Carson joined General Motors as an analyst. He held a variety of roles at GM, including chief forecaster for North America and chief analyst in charge of production recommendations for the Truck Group. From 1981 to 1986, Carson served as vice president and senior economist for the Capital Markets Economics Group at Merrill Lynch. In 1986, he joined Chemical Bank; he later became its chief economist. From 1992 to 1996, Carson served as chief economist at Dean Witter, where he sat on the investment-policy and stock-selection committees. He received his BA and MA from Youngstown State University and did his PhD coursework at George Washington University. Location: New York



**RESOLUTION TO AUTHORIZE
CONFERRAL OF HONORARY DEGREE**

BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby authorize the conferral of a Doctor of Letters (Litt.D.) degree, honoris causa, upon Andrea Wood, with all the rights and privileges attendant thereto.

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Andrea Wood, The Business Journal

Andrea Wood was born and raised in Pittsburgh, and earned a Bachelor of Arts degree in political science from Penn State University. In 1974, she became the first newswoman at WYTV Channel 33 in Youngstown when she was hired as a reporter and weekend anchor.

She went on to work as a news anchor, producer and reporter at WSBT-TV in South Bend, Ind., and WPGH-TV in Pittsburgh. In 1979, she returned to WYTV as an investigative reporter and subsequently was promoted to chief anchor and executive producer. Her documentary and continuing coverage about the disappearance of a 21-year-old Youngstown woman earned awards for investigative reporting from the Ohio Associated Press Award and the Cleveland Press Club.

In 1984, at the height of the steel industry's demise in the Youngstown/Warren region, Ms. Wood launched a daring venture to promote small business and economic redevelopment in the Mahoning Valley, and the first Youngstown Business Journal was published. The newspaper became a bi-monthly publication in 1986 and the name was changed to the Youngstown/Warren Business Journal. Later, a Columbiana County edition was established. In 1992, the newspapers were combined to form The Business Journal, covering a five-county region of Northeast Ohio and Western Pennsylvania.

In 1996, the newspaper began publishing daily updates online. And in 2002, Ms. Wood's coverage in print and online of former U.S. Rep. James Traficant's racketeering trial earned three separate awards from the Cleveland Press Club.

In 2009, as The Business Journal celebrated its 25th anniversary, Ms. Wood, true to her pioneering spirit and roots as a broadcast journalist, expanded BusinessJournalDaily.com with an innovative webcast, the Daily BUZZ. Diverse social media platforms followed and today the stories and videos posted on Facebook, LinkedIn and other channels extend worldwide The Business Journal's reach – and positive voice for the Mahoning Valley.

Andrea Wood is the chairman and president of the Youngstown Publishing Co. and Publisher and Editor in Chief of The Business Journal. In 2015, the Mahoning Valley Economic Development Corp. named The Business Journal and Ms. Wood its business and businessperson of the year.

Throughout her career, she has served on numerous boards including the Citizens League of Greater Youngstown, League of Women Voters, Crime Stoppers of Greater Youngstown and the Workforce Investment Board of Mahoning and Columbiana Counties. Today she is secretary of the YMCA of Youngstown board of trustees and a mentor in the Youngstown Business Incubator's Women in Entrepreneurship program.

She resides in Poland, Ohio, with her husband, Dennis LaRue.



**RESOLUTION ENTRUSTING THE ACADEMIC SENATE WITH ESTABLISHING
CONDITIONS FOR GRANTING UNDERGRADUATE COURSE CREDIT TO
STUDENTS WHO HAVE SUCCESSFULLY COMPLETED AN INTERNATIONAL
BACCALAUREATE DIPLOMA PROGRAM**

WHEREAS, effective September 29, 2015, the Ohio Revised Code §3345.38 requires the board of trustees of each state institution of higher education to adopt and implement a policy to grant undergraduate course credit to a student who has successfully completed an international baccalaureate diploma program ("diploma program"); and

WHEREAS, the YSU Board of Trustees charges the YSU Academic Senate with identifying undergraduate course credit to grant to students who have successfully completed an international baccalaureate program; establishing conditions for granting course credit, including minimum scores on examinations to receive credit; identifying specific course credit or other academic requirements of the institution (including the number of credit hours or other course credit that the institution will grant to a student who completes the diploma program); and maintaining a list of conditions for granting course credit for the international baccalaureate, including updating and maintaining that list on an annual basis;

NOW, THEREFORE, BE IT RESOLVED, that in accordance with Ohio Revised Code §3345.38 and shared governance, the Youngstown State University Board of Trustees entrusts the Academic Senate with the establishment of the conditions and academic requirements to grant undergraduate course credit for the successful completion of an international baccalaureate diploma program.

Draft Language for proposed YSU International Baccalaureate policy:

The Youngstown State University Board of Trustees hereby adopts and implements an International Baccalaureate diploma programs policy. This policy charges the YSU Academic Senate with identifying undergraduate course credit to grant to students who have successfully completed an international baccalaureate program. For the purpose of this policy, “international baccalaureate diploma program” is defined as the curriculum and examinations leading to an international baccalaureate diploma awarded by the international baccalaureate organization.

This policy also:

- Establishes conditions for granting course credit, including the minimum scores required on examinations constituting the international baccalaureate diploma program in order to receive credit.
- Identifies specific course credit or other academic requirements of the institution, including the number of credit hours or other course credit that the institution will grant to a student who completes the diploma program.
- Charges the YSU Academic Senate with maintaining a list of conditions for granting course credit for the international baccalaureate, including updating and maintaining that list on an annual basis.



**RESOLUTION TO APPROVE TENURE FOR DEAN OF THE COLLEGE OF
SCIENCE, TECHNOLOGY, ENGINEERING AND MATHEMATICS**

WHEREAS, Dr. Wim F. A. Steelant was appointed Dean of the College of Science, Technology, Engineering and Mathematics by the Youngstown State University Board of Trustees at its quarterly meeting on December 16, 2015; and

WHEREAS, Dr. Steelant's credentials have been reviewed by the Department of Chemistry and the Interim Dean of the College of Science, Technology, Engineering and Mathematics, who have recommended appointment of the candidate as a Professor with tenure;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve tenure for Wim F. A. Steelant as a Professor in the Department of Chemistry, effective March 16, 2016.

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Program Review Process, 2015-2016

This academic year marks the beginning of a five-year process of program review focusing on continuous improvement of current programs. At the end of the first five-year cycle, all academic programs in the university will have undergone the full review process. This process is detailed in the Program Review Handbook.

For the academic year 2015-2016, all programs in all Colleges were required to submit full and abbreviated program reviews. Twenty percent of the programs in each College were required to undergo full review; all other programs were to be given an abbreviated review. After this academic year, only full program reviews will be required from each college, following the twenty percent formula per year for the five-year cycle.

There is a three-stage process for the evaluation of all program reviews this academic year. This process involves the participation of three distinct committees tasked with specific goals for evaluating the program reviews:

- **College Completion Committee:** this committee is formed by the Deans of each College and is responsible for evaluating the completeness of all program reviews submitted within the College. Both abbreviated and full program reviews undergo this process of evaluation, with rubrics provided by the Program Review Coordinator. If program reviews are incomplete, they will be sent back to program coordinators who will be asked to revise them before they move to the next stage of evaluation.
- **University-Level Committee:** this committee is formed by the Deans of all Colleges, with two faculty members per college (twelve in all). This committee is tasked with substantive evaluation of the full program reviews that have been forwarded by the College-Completion Committees. They will employ rubrics provided by the Program Review Coordinator, and the committee may require revision of full program reviews before they move on to the last stage of evaluation.
- **Academic Senate Program Review Committee:** this committee was formed by the Academic Senate and is comprised of faculty members from each College. The Program Review Coordinator chairs this committee which is tasked with the final stage of evaluating full program reviews. There is no opportunity for further revision of full program reviews at this stage, and the committee will present recommendations to the Provost and Academic Senate after its process evaluation.

First Year Experience Courses

General Education Changes

1. The General Education Committee will add a new category – First Year Experience (FYE)
 - a. The GEC will be responsible for creating and setting criteria for FYE courses.
 - b. The GEC will be responsible for approving FYE courses.
 - c. FYE courses could be from 2-4 hours.
 - d. FYE courses must meet the FYE Learning Outcomes and contain required material.
 - e. Preexisting courses could be approved as FYE courses so long as they meet the FYE Learning Outcomes and contain required material.
2. The General Education Elective will be removed and replaced with the FYE course.
3. Students will be required to take a FYE course as part of their General Education Program requirements.
 - a. During the transition year, 2016-2017 incoming undeclared students will be required to take a FYE course.
 - b. During the transition year, 2016-2017 students that have already declared a major may also fulfill their Gen. Ed. requirement by taking a Gen. Ed. elective. However, colleges will need to ensure that students not taking a FYE course complete Campus SaVe training and a Career Assessment.
4. In exceptional circumstances, students with junior or higher standing may elect to take a Gen. Ed. elective instead of a FYE course.

Learning Goals and Outcomes (All FYE Courses)

Goals

Students will engage in a culture of community

Outcomes:

1. Students will participate in student organizations and co-curricular activities
2. Students will establish working relationships with faculty, advisors, and student support services
3. Students will discuss issues of living in a diverse society
4. Students will engage in a common, University-wide experience

Required Activities:

1. Students will be required to participate in student organizations or co-curricular activities. At least one must be outside of the college. (Outcome 1.)
2. Students will be required to engage in sexual violence prevention training as part of the University's requirements for the Campus SaVe act. (Outcome 3)

3. Students will be required to participate in a common intellectual experience as developed by the First Year Experience Committee. (Outcome 4)

Students will engage in activities to promote academic and professional growth

Outcomes:

1. Students will conduct an exploration and development of their academic interests and career pathways
2. Students will develop skills needed to manage financial resources

Required Activities:

1. Student will undergo a career assessment (Outcome 1.)
2. Students will attend a session on financial aid and student debt (Outcome 2.)



First Year Programs

3
Primary
Goals:

- Improved First Year Persistence
- Better Student Success
- Meeting State and Federal Mandates



First Year Programs

How do First Year Programs help to achieve these goals?

Past

Orientation

Provides Students the Opportunity to:

- Schedule their classes
- Introduction to campus
- Campus Tour
- Basic campus information

Present

IGNITE

Provides Students the Opportunity to:

- Get an introduction to their college
- Get to know other students
- Get to know student leaders
- Find their classes
- Learn campus traditions

First Year Course

Provides Students the Opportunity to:

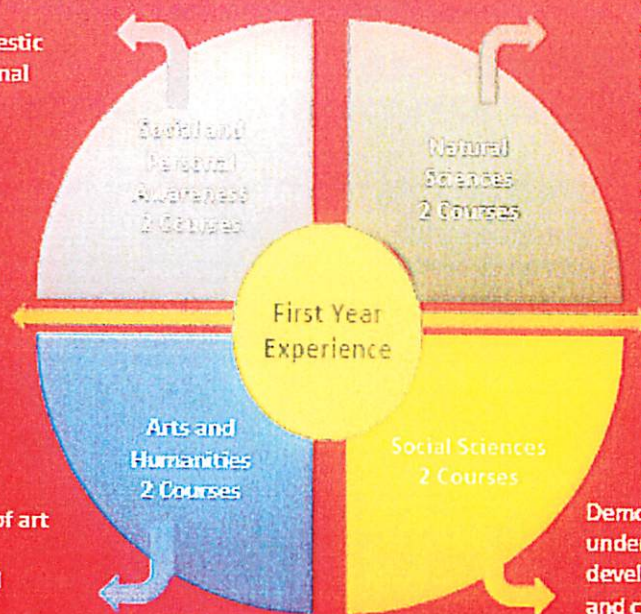
- Gain a deeper understanding of their major and college
- Participate in a culture of community
- Develop quality relationships with their peers
- Develop a relationship with a Peer Leader
- Have common experiences with other first-year students
- Learn academic and professional skills
- Fulfill state requirements related to career services, sexual violence training, financial literacy etc.

Demonstrate an understanding of contemporary life incorporating: Domestic Diversity, International Perspectives, Environmental Sustainability, and Wellbeing.

Learn skills that will promote academic and professional growth

Interpret significant writings and works of art with a focus on aesthetics, historical responses, and the nature of the human condition.

General Education Knowledge Domains



Demonstrate an understanding of the basic facts, principles, theories and methods of natural science. Also demonstrate an understanding of the inter-dependence of science and technology and the influence of science and technology on society.

Participate in a culture of community

Demonstrate an understanding of the development, diversity, and complexity of human behavior, institutions, and culture.

Holistic View

Goals for the future:

- Explore the entire first year and develop outcomes we want every 1st year student to experience.
- Explore the possibility of providing career development/assessment tools PRIOR to registration.
- Explore the utilization of Freshman cohort groups, especially for those who are undecided in their major.