**YOUNGSTOWN STATE UNIVERSITY**

**Graduate Council Meeting Minutes**

**Meeting date: October 23, 2024 @ 4:00 pm**

**TEAMS**

Attending: Douglas Genna, Chair, Lauren Cummins, Kendra Fowler, J. Paul Louth, Jake Protivnak, Sal Sanders, Constantin Virgil Solomon, Wendy Thomas, Angie Urmson Jeffries, Andrea Richard-Graduate Student Advisory Council Representative

Excused: Patrick J. Bateman, Weiqing Ge, Joseph Carucci

Douglas Genna called the Graduate Council meeting to order at 4:00 PM

1. Committee Chair reports
	1. Admission and Appeals Committee Chair: J. Paul Louth

The Graduate College was able to auto approve one appeal of scholarship due to under enrollment the last term before graduation, based on the motion passed at the September Graduate Council meeting.

The Admission and Appeals Committee is reviewed and approved suspension appeal from a student in the MSW program. This was approved with program support.

* 1. Exceptions Chair: Sal Sanders Nothing to report
	2. Graduate Curriculum Chair: Virgil Solomon Report included below.
	3. GSAC-Andrea Richard. Andrea reported that the group met today and discussed the roles of the committee. The students also brought concerns to the group which will be addressed individually. Council members asked if the student representatives had been identified for the committees. Angie confirmed that the representatives were selected today and contact information will be provided to the committee chairs soon.
1. Grad Council Chair/Committee Chair Nomination for 2024-25
	1. Grievance Chair Nomination: Lauren Cummins was nominated and nomination passed.
2. Continued discussion of dissertation/thesis committee expectations-Approved document included below.

We appreciate everyone’s review and comments. The group discussed the language “in a timely manner.” Discussion noted the difficulty of setting timelines as the number of comments can impact the timeline expectation. It was decided that 14 days was reasonable. Motion passed unanimously.

1. Revisit academic standard for provisional students.

The group discussed the current policy that students who were admitted provisionally are held do a stricter standard than students admitted regularly regarding academic suspension. It is also important to consider, if it is ethical to allow a student to continue when they aren’t being successful. Paul stated that academic suspension appeals are normally in favor of the student. Motion: Provisional students are held to the same academic standard as regular students. Motion passed.

1. Three Minute Thesis

Council is invited to attend the Three Minute Thesis Competition to be held in November.

**PRELIMINARY ROUND:** Wednesday, November 6, 2024 at Noon in Youngstown Historical Center of Industry & Labor- Steel Museum- 151 West Wood Street

**FINALS**: Thursday, November 21, 2024 5:30 pm in Youngstown Historical Center of Industry & Labor- Steel Museum- 151 West Wood Street

1. Dean’s Comments: Sal encouraged Council to consider attending the Three Minute Thesis competition and to tour the Steel Museum while there.

Sal stated the importance of a document detailing the expectations of a student who is submitting a thesis/dissertation. He asked Andrea to take this back to GSAC to inquire on their willingness to work on this document.

Graduate Curriculum Committee Meeting Minutes

October 23, 2024

3: 15 PM

TEAMS Meeting

Members Participating: Virgil Solomon (chair), Daniel Ayana, Joseph Carucci, M. Kathleen Cripe, Michele Schaper, Ying Wang,

Agenda: October 16, 2024 circulation memo

New Business:

Requested Action:

***The following items were approved:***

Master of Accountancy. Discontinuation of program.

Master of Arts in Gerontology. Discontinuation of program.

Master of Fine Arts in Creative Writing. Discontinuation of program.

Master of Arts in Art Education. Discontinuation of program.

School Nurse Licensure (non degree). Discontinuation of program.

Certificate in Data Analytics. Update of program name.

Master of Science in Mathematics. We are removing a redundant requirement and adding information on the MS in Data Science and Statistics. (Change of program requirements).

CEEN 6920 Pavement Material and Design. Design methods for flexible, rigid and other wheel-supporting pavements to include investigation, testing and preparation of subgrade, base course and pavement materials, design of various pavement mixtures, stresses in pavements, pavement design, and strengthening existing pavements. Prereq.: CEEN 3720 and CEEN 4881 3 s.h. (Change of course title and description.)

CEEN 6923 Pavement Rehabilitation. Engineering concepts and information needed to maintain and rehabilitate pavements. Project evaluation, testing, and analysis. Design of rigid and flexible overlays and other methods of rehabilitation. Selection of rehabilitation alternatives. Analysis of the effects of maintenance activities on pavement performance. Initial and life cycle cost analysis of various rehabilitation alternatives. Prereq.: CEEN 3720, CEEN 4881 3s.h. (Add a new 6900 level course).

CEEN 6932 Natural Systems Engineering. Introduction to the features, functions and values of natural aquatic systems, and engineering approaches to analysis and restoration design. Focus on wetlands and streams. Topics include regulations, wetland delineation, constructed wetland design, basic stream geomorphology, and stream restoration design. Prereq.: CEEN 3736 or permission of instructor 3s.h. (Add a new 6900 level course).

CEEN 6979 Water Quality Modeling. Mathematical modeling of physical, chemical, and biological processes in natural systems; development of computer models to simulate the fate and transport of pollutants in lakes, streams, and estuaries; application of models to evaluate water resource management options. Prereq.: CEEN 3736. 3s.h. (Add a new 6900 level course).

CHEN 5854 Corrosion Engineering. Course deactivation. (Informational item).

CMST 6953 Teamwork and Collaboration. Principles and practices of group processes, critical thinking and creativity strategies, theory of group leadership and teamwork through collaborative strategies, conflict management and mediation, advanced group decision-making and problem solving, motivational strategies. 3 s.h. (Add a new 6900 level course).

ENST 5800 Environmental Impact Assessment. Change of Prerequisite. (Informational item).

ENST 5830 Toxicology and Risk Assessment. Change of Prerequisite. (Informational item).

ENST 6931 Ecological Risk Assessment. The student will review human health risk assessment then focus on environmental risks to nonhuman populations focusing on general policy and approaches to conducting and ecological risk assessment (ERA) utilizing US EPA guidelines. Topics will include the study of measurements of adverse effects, threatened and endangered species, wetlands, endocrine disruption, multiple stressors, sediment and soil toxicity, and risk communication. Prereq.: None. (Change in description and prerequisite.)

MECH 5885 Computational Fluid Dynamics 4 s.h. (change of course hours.)

PHYT 8923 Community Applications. Course deactivation. (Informational item).

The following items are on hold for additional college review:

HAHS 5825 Study Abroad in Health and Human Services. Students travel to designated countries in order to provide services for citizens while immersed in diverse cultures and traditions. The country traveled to and the service activities engaged in vary. Assignments and evaluation are based on service course objectives supervised by Health and Human Service faculty. Course may be repeated each semester; fundraising and travel funds required. 1-6 s. h. (Add a new swing level course). On hold for college review. Will be added to next review cycle.

MAT 6905 Behavioral Health and Psychosocial Concepts in Athletic Training. This course examines content and concepts related to the psychological impact and sociological factors related to exercise, injury and illness, inactivity and rehabilitation in the physically active population. The course also investigates the common behavioral and mental health conditions seen in the physically active population. Particular emphasis is placed on developing strategies for identifying signs and symptoms, evaluation, prevention, and making referrals. Students will also focus on developing policies and procedures, EAPs, and Pre-participation Evaluation strategies related to behavioral and mental health for physically active individuals. Prereq.: Admitted to MAT program. 3 s.h. (Change to course title, description and hours.) On hold for college review. Will be added to next review cycle.

MAT 6946 General Medical Conditions Evaluation and Management. This course will provide students with a comprehensive and evidence-based approach to the evaluation and clinical diagnosis of general medical conditions related to pathophysiological and epidemiological factors. Students will learn processes for establishing a plan of care, pharmacology and pharmacological interventions, nutrition, and referral necessary for conditions associated with the general medical healthcare. Prereq.: Successful completion of Summer 1 Courses. 4 s.h. (Change to course description and hours.) On hold for college review. Will be added to next review cycle.

NURS 6904 Advanced Health Assessment. Change of prerequisite. (Informational Item.) On hold for college review. Will be added to next review cycle.

RESC 5820 The Respiratory Care Profession. Change of prerequisite. (Informational Item.) On hold for college review. Will be added to next review cycle.

RESC 5860 Technology Applications for Health and Human Services. Change of prerequisite. (Informational Item.) On hold for college review. Will be added to next review cycle.

RESC 6922 Special Topics in Respiratory Care. Change of prerequisite and hours from variable to set 3 s.h. (Informational Item.) On hold for college review. Will be added to next review cycle.

**The following were approved after updated syllabi were received:**

CEEN 6982 Foundation Engineering. Analysis and design of various foundations, including abutments, piers, piles, and footings; slope stability of embankments. Prereq.: CEEN 4881 and CEEN 5855. 3s.h. (Add a new 6900 level course).

CEEN 6983 Bridge Engineering. Analysis and design of concrete and steel bridges; specifications and code requirements; design detailing; effects of natural and man-made hazards on bridges; implications of bridge failures. Prereq.: CEEN 5855 and CEEN 5856. 3s.h. (Add a new 6900 level course).

GIS 5812 GPS and GIS. Change of course prefix from GEOG and the new prefix is GIS. (Informational item).

GIS 5820 Directed Research in GIS. Change of course title and prefix from GEOG and the new prefix is GIS. (Informational item).

GIS 6901 Introduction to Geographic Information Science. Change of course prefix from GEOG and the new prefix is GIS. (Informational item).

GIS 6902 Introduction to Remote Sensing. Change of course prefix from GEOG and the new prefix is GIS. (Informational item).

**The following program actions will be requested based on changes to above approved courses:**

Program # 366 - MSE in Civil and Environmental Engineering needs to be updated to include all the new cross-listed courses for CEEN

Program #365 -MSE in Chemical Engineering needs to remove the deleted CHEN 5854 course and update the STEM 5890 course that was previously changed.

Program # 280 -MS in Math needs the effective date changed from 2024-2025

Program #315 looks to be a duplicate of program #316 - one of these should be shredded.

Program # 302 -Doctor of Physical Therapy needs to remove the deleted course PHYT 8923

**Dissertation/Thesis Committee Expectations**

The dissertation or thesis committee consists of a minimum of three members (including the advisor) who hold appropriate graduate faculty status for their committee role. The committee shares expertise and provides guidance for the thesis/dissertation and is responsible for approving the quality of the scholarly work including the defense, adherence to the particular style manual, and the quality, syntax, spelling, and punctuation used in the thesis or dissertation. While the written thesis or dissertation is one outcome of the committee and student’s work, the ultimate outcome of the thesis and dissertation process is a competent and confident scholar/researcher.

The intent to produce a dissertation/thesis form should be submitted to the Graduate College as soon as possible after the committee has been determined. After the committee has been established, any changes to the composition of the committee, either addition of a member or subtraction/replacement of a member should be done so with the notification/approval of the department chair and program director.

**Duties of the committee members include the following:**

1. Providing appropriate edits and comments on the final thesis/defense draft within 14 days of receipt.
2. Providing scholarly suggestions to the student and advisor for project direction, development, and/or analysis.
3. Attending any committee related meetings
4. Attending the thesis/dissertation defense
5. Approving the final thesis/dissertation manuscript.

**Note: these duties are standard across all committees and disciplines. Participation on a thesis committee does not by default grant the faculty members of the committee authorship of any published work relating to the thesis/dissertation work. Any authorship attributions for scholarly publication or intellectual property must fall within the defined ethical guidelines of the respective discipline.**