

## MEMORANDUM

To: Faculty Senate

From: University Curriculum Committee

Re: Annual Report

Date: April 2, 2022

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The University's Curriculum Committee met thirteen times this academic year.<sup>1</sup> The Committee reviewed and recommended adoptions of three proposals for new majors, two proposals for new minors, five proposals for new certificates (graduate and undergraduate), 45 program changes, and three proposals for suspension or deactivation of programs. The Committee also reviewed 31 undergraduate and graduate course proposals.<sup>2</sup>

In addition to the proposals summarized above, UCC initiated the creation of a committee to review the Writing Across the Curriculum Policy, reviewed the 5-Year Academic Calendar and initiated changes within it, and initiated the creation of an official step in curriculum for the Director of General Education to review all General Education course proposals. Additionally, the UCC is expected to be involved in reviewing and bringing forth motions related to the creation of new units as part of CSU 2.0 in the coming month.

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<sup>1</sup> This number includes two meetings planned during the month of April.

<sup>2</sup> The numbers reported do not include proposals reviewed during the April meetings.

## **Faculty Senate Committee on Athletics Annual Report AY 2021-22**

Submitted on April 15, 2022

Submitted by Jodi DeMarco (Chair)

The Committee on Athletics met once in the fall semester (October 26) and once in the spring (April 19). The fall meeting was held via zoom and the spring meeting was in person.

### **Fall meeting highlights – October 26, 2021 via zoom**

In attendance: Jodi DeMarco, Dana Hubbard, Rob Kleidman, Manny Crawley, Judy Ausherman, Steve Taysom, Scott Garrett, Kelsie Gory and Danielle Cohea (No student representatives were identified and sent to the committee)

- Introductions and brief overview of committee purpose based on Greenbook charter description
- AD Garrett presented an overview of Athletics for the new committee members which included sports, conferences, student athlete demographics and scholarships. He also provided a departmental structure overview.
  - Questions from faculty were directed at reductions in scholarships with 2.0 cuts and which programs would be impacted. They were mindful of which teams were cut, to what degree and how it would impact their ability to attract students, remain competitive, and sustain the program.
- AD Garrett presented the Athletics department budget including expenses, revenue and reduction strategies after 2.0 changes.
  - Questions from faculty were answered on media reports on coaches' bonuses, how those are factored in and accounted for in budget.
- AD Garrett provided an academic performance overview of student athletes.
- AD Garrett provided some Athletics highlights from the past year including allowing guests to return to the stands, a men's lacrosse player moving on to the professional league, successful fundraising efforts, the launch of a more user friendly fan app, basketball showcase and being selected as a pre-season favorite, wrestling being selected as #2 in a preseason poll, soccer ranking first in early season standings.
- AD Garrett also discussed and a brief overview of the Athletics Department's strategic plan and announced some upcoming initiatives including the launch of eSports, Name/Image/Likeness rights for college athletes and conference realignment.
  - Faculty questions arose about other universities and if they required vaccines/mandates.
- The discussion moved to the purpose of the Committee as written in the Greenbook. It was stated that it seems outdated and that many of the listed functions are not what the committee has been doing over the last several years. The committee wants to know what they can do to bridge the gap between athletics and faculty, they want to make sure that transparency is a

priority, that community engagement is prominent in communications and if the pillars of the faculty athletics representative position might be good to revisit and incorporate in future discussions of revisions. The committee left the meeting with the possibility of reviewing the committee charter for the next (spring) meeting.

### **Spring meeting highlights – April 19, 2022 in person**

In attendance: Rob, Scott, Patrick, Manny, Jodi, Judy

- AD Garrett presented an update on Athletics from Fall semester and a review of changes following cuts from CSU 2.0.
  - Faculty questions focused on how this would impact students, teams, recruitment and competitiveness of the teams. AD discussed what they had seen so far, which teams were impacted and emphasized the ability of teams to fundraise and establish endowed accounts.
- AD Garrett provided an academic performance overview of student athletes. He also discussed that student athlete academic performances were lower this semester and that it aligns with what we are seeing across the University. They are consulting with a former coach to train their coaches on strategies for communicating with student athletes and reaching out to them earlier on to intervene when necessary. He will share those resources with the faculty committee.
- AD Garrett provided some Athletics highlights from the past year (since fall) including a partnership with iHeart media to broadcast some basketball games over the radio, championship appearances for men's soccer, swimming/diving, mens/womens basketball with men's winning, early season ratings and performances by softball, men's/women's tennis and wrestling. Athletics also had a successful giving day, raising over \$385,000. They also hired their first full time fencing coach.
- AD Garrett also discussed and a brief overview of the Athletics Department's strategic plan and provided updates on new initiatives including the launch of eSports and Name/Image/Likeness rights for college athletes. Faculty questions on NIL focused on what this will cost the University and what it may mean for CSU. He shared the action plan they have for the coming year to help move towards the goals they have set.
- AD Garrett shared an update on men's basketball including the new head coach, a review of the scoreboard malfunction this past season and the Challenge of the Deans.
- The discussion moved to the purpose of the Committee as written in the Greenbook. We did not get to this during this academic year, but the committee wants to keep it on the agenda for next year. The committee wants to know what is the value added that the AD gets from having faculty on this committee? AD indicates that he uses this as an opportunity to educate and be transparent about what is happening, successes, challenges. Share strategic items and receive feedback. Around the table – any new items to discuss

**TO:** Academic Steering Committee  
c/o Robert Krebs, Faculty Senate President

**From:** Electronic Learning (E-Learning) Committee  
Sheila Patterson & Jorge Gatica, Co-Chairs

**DATE:** April 15, 2022

**SUBJECT:** Annual, AY 2021-2022, Report

**Committee Members 2021-2022**

**NEW MEMBERS**

Ariadni Papan (2023), COSHP  
Maksim Isakin (2023), CLASS  
Open - TBD (2023), Urban Affairs

**CONTINUING MEMBERS**

Mary Gergis (2023), Nursing  
Jorge Gatica (2023), Engineering  
Carole Heyward (2022), Law  
Benjamin Hoffman (2022), Business  
Sheila Patterson (2022), Education

**EX OFFICIO MEMBERS**

Marius Boboc, Vice Provost for Academic Planning  
Caryn Lanzo, Director, Center for E-Learning  
Kevin Neal, Registrar

**STUDENT MEMBERS**

Keshav Singhal

**Functions (Charge) of the Electronic Learning Committee**

1. To increase knowledge, collaboration, and effectiveness of online instruction at the University.
2. To develop policies regarding student access to electronic learning courses at the University.
3. To make recommendations regarding the academic security of electronic learning courses.
4. To assure the quality of electronic learning courses at the University.
5. To make recommendations regarding peer and student evaluation of the teaching effectiveness of electronic courses.
6. To participate in strategic planning regarding the future development of electronic instruction at the University.

## **Summary of Discussion and Action Items - AY 2021-2022**

The committee met with Dr. Sajit Zachariah, Dean & Professor of the College of Education, on two occasions for updates on the "Online Maturity Assessment" conducted by Arizona State University, and later to be appraised on the selection of two LMS Collegis (<https://collegiseducation.com/>) and Keypath (<https://keypathedu.com/>) as these LMS will start cooperation with a variety of programs aiming to increase CSU's online presence and share of Online/Remote Education. It is important to note these were informational items to keep the committee members apprised of this initiative, and they will be brought to the Senate floor once plans for a renewed structure for online delivery of programs are formalized. The E-Learning Committee does not yet have an official role in this initiative. Participation and feedback will be requested in due time.

### **Items Continuing into next AY**

It has been brought to the attention of members of this committee, that there is an initiative at CSU looking into contracting the services of CircleIn (<https://www.circleinapp.com/>).

This application is presented as a more effective approach to centralize student awareness, collaboration, and assistance. The Committee believes we may provide an appropriate venue to examine this application in terms of its effectiveness to promote student learning, engagement, and success. As well as to examine different cost models for better integration with the ongoing commitment with BlackBoard as CSU primary CMS.

The Committee also reviewed a series of questions specific to teaching online that could be added to the faculty SIRS. The online teaching course evaluations is currently under review by the University Faculty Affairs Committee.

Examination and testing of tools to collect Student Course Assessment (aka "Course Evaluation") data for Online and Hybrid class delivery modes. This tool is being evaluated by the UFAC, we would like to revisit the idea of adding mechanism specially suited for the evaluations of remote delivery both in synchronous and asynchronous modes.

## **Faculty Senate Committee on Undergraduate Student Success** **Annual Report, AY 2021-2022**

### Committee Members

Fatima Abuabsa, Jeffrey Bolt, Paula Chan, Jorge Gatica, Tom Geaghan, Nicole Hanna, Heike Heinrich, John Holcomb, Brian Mikelbank (Chair), Kevin Mueller, Francis Blaise Roncagli, Cindy Woodfield. Note: Wei Zhang resigned during Spring semester.

### Committee Description

(1) The committee shall consist of one faculty member appointed by senate from each of the colleges, excluding the College of Graduate Studies and the Cleveland-Marshall College of Law, two undergraduate students (one from a STEM major, one from a non-STEM major), a representative of the University Teaching Council selected by the council and the following non-voting ex officio members, or their designees: The Vice Provost of Academic Programs; The Vice President of Enrollment Management and Student Success.

The committee will elect their own chair from among those voting members of the committee who are faculty.

(2) The functions of the committee are:

- (a) To monitor, gather, and report to faculty senate data relative to student success.
- (b) To encourage, promote, and facilitate faculty's role in and contribution to student success.
- (c) To identify and facilitate solutions to systematic barriers to student success.
- (d) To serve as the interface between the faculty and the many student success functions and efforts across the University.
- (e) To consult with the university administration regarding matters of student success.

### Committee Meetings

The committee met on the following dates. All meetings were via Zoom.

- Friday, September 17, 2021
- Wednesday, October 13, 2021
- Friday, November 19, 2021
- Monday, January 24 2022

- Wednesday, February 23 2022
- Friday, March 25 2022
- Monday, April 25 2022 (*upcoming*)

In addition, the Chair of the committee attended Academic Steering meetings, Faculty Senate meetings, and Board of Trustees' Academic Affairs and Student Success meetings (either in person or via Zoom).

### Committee Accomplishments and Updates

- Given the change in the Faculty Senate bylaws accomplished in the previous academic year, the committee operated as a standing committee of Faculty Senate.
- The committee reached out to faculty to encourage the completion of starfish surveys.
- The committee created a Student Success webpage, accessible via the Faculty Senate webpage or directly at <https://www.csuohio.edu/facultysenate/undergraduate-student-success-committee> .
- The Chair presented Starfish usage statistics to Faculty Senate.
- The committee updated its Student Success Dashboard, available via its website, and the Chair presented it to Faculty Senate.
- At Faculty Senate, the committee chair proposed (and it passed) a change to our academic calendar, deleting "Midterm Week", renaming the "Midterm Grade Deadline" to the "Midsemester Grade Deadline" and renaming "Final Exam Week" to "Exam Week".
- The committee worked with the Counseling Center to move forward a Mental Health Syllabus Statement. The statement was approved by Faculty Senate for inclusion on the Faculty Senate syllabus template.
- The committee accepted syllabus statements related to Starfish and Hazing.
- The committee accepted responsibility for managing university syllabus statements. As a first step, all known syllabus statements were gathered from across the university. They have been compiled, and will be posted on the Student Success website. We are currently devising a process for managing these and sharing them with e-learning for inclusion on the university's default blackboard course shell.
- The committee created a Student Demographic Dashboard, and this will be available via our website, and presented to Faculty Senate.

### Invited Guest Speakers

The committee made a practice of starting their meetings with a guest speaker related to student success at CSU. This past academic year, we heard from the following partners:

- Janet Stimple, Assistant Vice President, Enrollment Services
- Bruce Menapace, Psychologist and Outreach & Groups Coordinator, The Counseling Center
- Nick Petty, Director, Undergraduate Inclusive Excellence Coaching Academic Programs
- Samantha Phillips, Program Manager of First Year Experience
- Susan Carver, Susan D. Carver, Assistant Dean, Washkewicz College of Engineering (upcoming)

Respectfully submitted,  
Brian Mikelbank  
Chair



**Annual Report: University Petitions Committee  
AY 2021 – 2022**

**MEMBERS:**

Roger Klee, Monte Ahuja College of Business, Chair  
Cyleste Collins, College of Liberal Arts and Social Sciences  
Shamone Gore Panter, College of Sciences and Health Professions  
Terri Purcell, College of Education and Human Services  
Ana Stankovic, College of Engineering  
Aprille Haynie, School of Nursing  
N/A, Maxine Goodman Levin College of Urban Affairs  
Heike Heinrich, Director of Student Success Programs

**Ex-officio:**

Kevin Neal, Office of the University Registrar

**SUMMARY:**

The University Petitions Committee met monthly during the academic year (four times during the fall semester and four times during this spring). Two additional meetings will be scheduled during the summer. The primary task of the committee is to review and vote on student petitions. Electronic copies of petitions are provided to members on Blackboard for review prior to the meetings.

As of April 8, 234 petitions were submitted (see attached table). Of these, 199 were approved and 35 were denied. The majority of requests fell into five categories:

- 1) Transient status permission (112 requests). The UPC approves requests with a bona fide academic basis or where scheduling conflict existed. Documentation was required on company letterhead for work conflicts. We also made a few accommodations based on student preference for in-person or online instruction.
- 2) Waiver of general education requirement (72 requests). The vast majority of these requests were fast-track petitions (0-1 credits). 12 petitions were examined by the committee that requested waiving 1 – 3 credits. Of those 6 were approved.
- 3) Restoration of catalog rights (31).
- 4) Unapproved courses for Gen Ed (7).
- 5) Foreign language deficiency (4). All 4 petitions were declined. These types of petitions generally need ODS support to be approved.

When the petitioned problems can be remedied at a lower level, the petitions are declined. Also, when multiple petitions come from a single source or emanate from a single policy, the committee discusses how best to prevent more of the same petitions. This may include remedies such as individual communications with specific advisors or programs, or clarification of policies distributed generally.

I would like to thank Joshua Cramer and Jane Jones for the support that they provide to this committee.

**Fast-track petitions** – Petitions that fall into clearly defined categories are automatically approved based on precedence, as agreed up on by the UPC members. Fast-track petitions (shaded in the attached table) make up over half of all the petitions submitted (140 out of 234). This greatly reduces the workload for the committee and creates a faster turnaround on decisions for students.

**University Petitions Committee Decision Summary AY 21-22 (as of 4/08/22)**

Petition Category		Approved	Declined	Total
Foreign language deficiency			4	4
Transient status permission		20	14	34
Transient status permission retroactive		19	7	26
Transient status permission <b>(Fast Track)</b>		21		21
Restoration of Catalog Rights <b>(Fast Track)</b>		31		31
Unapproved courses for Gen Ed		4	3	7
Readmission		2	1	3
Substitute two foreign culture courses towards Foreign Language requirement			1	1
Substitute unapproved course towards WAC in major		2		2
Minor Residency Requirement		1		1
Upper Level Residency Requirement - 24 hours at CSU		1		1
Residency requirement - last 30 hours		3		3
Residency requirement - SAB <b>(Fast Track)</b>		1		1
Substitute two foreign culture courses towards Foreign Language requirement ODS Accommodation <b>(Fast Track)</b>		7		7
Change in Gen Ed system <b>(Fast Track)</b>		20		20
Waive Gen Ed requirement (0-1 Credits) <b>(Fast-Track)</b>	Arts & Humanities	9		9
	Social Diversity	4		4
	Social Science	1		1
	Natural Science	35		35
	Math/Logic/Quantative Lit	11		11
Waive Gen Ed requirement (Associate Arts)		4		4
Waive Gen Ed requirement (1-3 Credits)	ALAAME		2	2
	English Composition	1	1	2
	Natural Science		1	1
	Arts & Humanities	2	1	3
<b>Total</b>		<b>199</b>	<b>35</b>	<b>234</b>

## Faculty Senate Budget and Finance Committee Annual Report

AY 2021-2022 has been another tumultuous year for Cleveland State University. This is due partially to the effects of the global pandemic, CSU2.0, and key retirements associated with the faculty and staff buyout.

Over the year, CSU brought onboard a new Senior-Vice President of Business Affairs and Chief Financial Officer, Mr. David Jewell, along with an entirely new business and budgetary staff. Retirements of the previous occupants of all relevant leadership positions in this area left a substantial gap in the on-campus knowledge base regarding past years' standard operating procedures. The task loads necessary to get the university's business operations up and running was Herculean. Mr. Jewell first had to interview and hire a new staff. Then they all had to simultaneously gather the best available information about past practices and procedures, so as to keep the business of the university operational, while at the same time they had to begin to plan for the business and administrative support of all of the massive academic and other reorganization associated with CSU2.0.

Much to Mr. Jewell's credit, the administrative committee known as the Planning and Finance Advisory Committee (PFAC) (previously the Planning and Budget Advisory Committee, PBAC) was reconstituted toward the end of 2021, and as of the beginning of 2022 began to meet on a regular basis. Membership includes all of the members of the Senate Budget and Finance Committee (SBFC). Frank and open discussions were the norm at these meetings.

Aside from presentations by Mr. Jewell and his staff about the university's budget, the discussions and presentations over the year at PFAC, and in SBFC, were oriented largely around several questions posed to Mr. Jewell by members of SBFC at the beginning of the year. These included:

- a) It seems that the university's finances will be fine for the next couple years. Have you looked out beyond the next two years and if so then what do you see? What are the plans and expectations beyond year two?
- b) Can you explain more about the Jobs Ohio agreement and our university's obligations related to that?
- c) How are our enrollment projections done now? In the past, the budget director and a designee would go around to deans, speak with them, and base projections on those discussions. Will this practice continue in the future, or will the university use some other, more systematic means?
- d) How does the financing arrangement work with Shorelight? Do Shorelight students draw the same state subsidy as other students?
- e) What is the expected financial impact of CSU 2.0? When do you expect the funds we've been told about for the 2.0 investments to be made available? In what ways and at what point in the process of making these investments will the Budget and Finance Committee have an opportunity to weigh in on the allocation of those funds?

In brief, the answers to all of these questions were discussed at PFAC and reported to the Faculty Senate during the committee's regular report. While no detailed plans and expectations for the period beyond the next couple years have been formalized and finalized, CSU2.0 is in one respect a strategic plan for university growth, and the budget accordingly appears strong. The Jobs Ohio and Shorelight Agreements were discussed in detail at PFAC and a brief report about each was provided at the Senate. No formal or even informal estimates have yet been made about the expected financial impact of CSU2.0.

The year brought continual discussions initiated by the President, as well as various faculty members, about procedures for allocating expected tranches of money specifically targeted for CSU2.0, and about the role of the faculty, and the Faculty Senate Budget and Finance Committee, in making these decisions. Accordingly, at several times over the year, Mr. Jewell inquired about the budget priorities of the Faculty Senate. In keeping with the function of SBFC, "to participate fully and proactively in creating the budget that is proposed to the president for final action by the board of trustees," as per 3344-13-03(Q) (2) (a) of the Faculty Personnel Policies, this remains an ongoing topic of conversation. The question on the table is about what criteria will be used in making decisions regarding the allocation of the expected CSU2.0 funds. Currently, the proposed faculty priorities for allocating these funds are based upon the March 8, 2018 report of the Ad Hoc Presidential Priorities Committee. Specifically, these include (a) *strengthening academic excellence*, (b) *advancing innovation and excellence in research, scholarship, and creative activity*, (c) *creating a culture of shared leadership*, and (d) *planning for sustainability*.

As of this time, no designated CSU2.0 funds have been identified.

Finally, in terms of the FY23 biennial budget planning process, the expectation is to more-or-less maintain the structures and processes currently in place, though modified to align with CSU2.0. The procedures for this realignment are currently underway. Overall, the new budget is expected to look similar in magnitude to the budget for FY20, 21, and 22. This past month, the deans of the current and realigned academic colleges have all reported to the President Sands' cabinet about how their current budgets are being realigned to support CSU2.0. The next step will be to allocate available resources based upon institutional priorities.

Faculty Senate Admissions and Standards Committee Annual Report AY 2021-2022  
Submitted by José O Solá (Chair)  
April 25, 2022

The Admissions and Standards Committee met eight times during the academic year 2021-2022 via Zoom.

The Committee reviewed, approved, and recommended the following items during the academic year:

- Waiver of the Requirement that GRE or GMAT scores be submitted with applications for graduate programs that generally require them for admissions from Fall 2022 to Summer 2023; this was extended for Summer 2024 admissions.
- Graduate Council: Change in Foreign Language requirement and adding Duolingo as a test for English proficiency.
- Waiver or extend undergraduate test-optional (ACT and SAT) for admissions until Spring 2023.
- Graduate Council: approved modification to the Provisional Admission category.
- Approval of The Heights Career Tech Preparation Consortium and CSU-CEHS
- Approval of 3+3 agreements between Kent State and Cleveland Marshall Law, and Cleveland Marshall Law School and Oakwood University
- Physics, MS Applied Physics specialization, creation of the new track.
- Social Work, MSW changes to the program; and School Social Work: Change on the required number of letters for admission to MSW
- Counseling, Clinical Mental Health, M.Ed., and Counseling M.Ed Program Change
- Change in Freshmen Admission Criteria, College of Engineering
- Proposal by the College of Business to waive the GMAT requirement for students who satisfy certain requirements.
- College of Urban Studies: Statement of purpose as New Admissions Requirements
- Change in COB Undergraduate Admission and Major Declaration Standards—General Business
- Environmental Science, MS-Change in GPA; and Adding Statement of Purpose as New Admissions Requirement (Master of Arts in Environmental Studies)

- From Psychological Science, Approval of Accelerated 4+1 BA/MA, and Psychological Science, accelerated 4+1 BA/MA, 22-23 GRAD Program Change
- Change Transfer Student Admission Guidelines for Washkewicz College of Engineering
- Four Grade Disputes
- Program Change for Grad Occupational Therapy, OTD
- Creation: Master of Science in Statistics and Analytics - 1080 - Fall 23
- Creation of Sport and Entertainment Management
- Creation of Cybersecurity Graduate Certificate Program

## CSU Faculty Senate Library Committee

### Annual Report to the Faculty Senate, FY 2022

**Pandemic:** In the second year of the pandemic, CSU relaxed some restrictions, such as the mask mandate and social distancing for all indoor spaces. The library reduced swipe-only access and phased out materials quarantines, and re-opened group study rooms and the upper floor stacks. Contactless checkout of materials remains an option, however, and library staff continue to use Zoom and Teams to extend services to patrons.

**Facility:** Widespread water leaks from the ceilings caused damage to the fourth floor main book stacks in September. FAST worked to identify the sources of the leaks, which have been an ongoing problem for years.

**Digital Design Studio:** A new podcasting studio specifically for students was added to the library's Digital Design Studio on the third floor.

**Textbook Affordability:** The library's open textbook grant program, which provides financial support and expertise to faculty who create open access textbooks, passed a major milestone, saving CSU students more than \$1 million since its inception. For the first time, faculty authors can opt for peer review as part of the publishing process.

**Faculty Publishing:** As a charter member of the OhioLINK consortium, the library participated in new programs to encourage CSU faculty to publish open access articles in Cambridge University Press and Wiley academic journals, with no article processing charges.

**System Upgrades:** Library systems staff, in cooperation with IS&T, successfully completed upgrades to the Sierra cataloging servers that the library uses for the acquisition, cataloging, and circulation of materials, both print and electronic.

**New Director:** Ann Marie Smeraldi was appointed interim director of the Michael Schwartz Library, effective April 1, 2022. Ms. Smeraldi had previously served as the library's assistant director for public services.

**Staffing & Budget:** Library staff levels, which have been declining for years, plummeted as the library lost 6 more staff members to the second round of VSIP buyouts. Library staffing has declined by 14

people since Feb. 2019. Library services and hours have been reduced, as the CSU library continues to lag behind peer institutions in staffing and budget. On the brighter side, two searches (Health Professions Librarian, Patron Support & Resource Sharing Assistant) are under way.

**Committee:** The Faculty Senate Library Committee is composed of Adrienne Gosselin (chair), Lauren Collins, Janine Spears, Diane Corrigan, Yung-Tse Hung, Anne O'Connor, Beth Murray, Hannah Pearson, Brandon Walker, Gagan Bansal, and Ann Marie Smeraldi.