

DEANS COUNCIL

Wednesday, October 5, 2005

9:30-11:30 a.m.

Provost's Conference Room

Minutes

- **Attending:** Beisel, Bowers, Chordas, Edwards, DiPillo for Ginnetti, Herbert, Hirtzel, Weintz for Kasvinsky, Khawaja, Kobulnicky, Licata, Yemma

1. Announcements

The Provost noted Judy Gaines' request for additions or updates to the P-12 Academic Programs / Pre-college Inventory. Please forward any new information to Judy.

The Provost distributed confidential lists of ACE, APAS, and exempt employees from Academic Affairs who are thought to be eligible for the ERIP.

The Provost then reviewed the ERIP program passed by the Board of Trustees. All YSU employees with enough service credits accrued or purchased in OPERS are eligible. Eligible staff can retire between March 1, 2006, and December 31, 2007. Retirement requires six months' notice of intent to retire (though those eligible for March 2006 may have to give less notice). Filing to retire is, from the University's perspective, irrevocable. Normal rules for retirement and associated grievance rules will apply.

Volunteers Betty Jo Licata, Cynthia Hirtzel, Paul Kobulnicky, and Bill Beisel will serve as a committee to address ERIP planning and implementation issues for Academic Affairs.

2. Centennial Master Plan (space planning)

The Provost distributed copies of the Centennial Master Plan. He needs input on space needs from colleges and academic units for discussion with the President Thursday, October 6. **Please e-mail input to the Provost Wednesday afternoon or early Thursday morning (October 5 or 6) at the latest.**

3. Summer/Administrative Release Time

The Provost expressed his concern that communication related to the summer schedule needs to get to chairs and students soon. The deans felt there is much misinformation on campus. The Provost agreed and will work to provide clarification to the deans, chairs, and students. The Provost also stated that summer salaries will be used almost exclusively for instruction. Because

the budget for summer school is always less than what is needed, there appears to be a deficit for summer. However, since summer actually yields a financial surplus, it is necessary to understand the use of that surplus and the impact that reductions in summer offerings will have on the surplus.

4. Student SOLAR Survey

Computing resources (web staff) are not currently available to survey students via SOLAR; perhaps a manual survey can be done. Ron Chordas will try to get feedback from the students on issues to be addressed.

5. Reassigned Time/Departmental Governance

The Provost reiterated the importance of the Deans' leadership in working with chairs to eliminate unnecessary granting of reassigned time. Justification must be clear and respectful of the University's instructional mission. We cannot afford, fiscally or in our contract with our students, to maintain our current rates of reassigned time. The Provost will give the deans a realistic and firm part-time budget to assist in planning.

6. Faculty Positions

Five of six colleges' requests for new and replacement positions appear to be in.

The Provost was asked about replacement of non-renewed faculty. The Provost felt that we need to use the same process we use for retirements and other replacement decisions.

The true "gate-keeping" point for ETS is at the point the department recommends ETS for a particular faculty member. However, the Provost pointed out that ETS is a benefit granted at time of retirement by the department and is not an entitlement. The courses offered to an ETS faculty member each year are based on course time, course need, and teaching effectiveness of the faculty member. ETS courses must be managed by the department chairperson in accord with language in the *YSU-OEA Agreement*.

7. Deans' Evaluation Instrument

The Provost raised the prospect of moving Dean evaluations from the somewhat "clerical" process of filling in an HR evaluation form to one that looks for input from the members of the college and gives the Dean more information on perceived strengths and weaknesses as a dean. Discussion followed.

8. New Business

9. Adjourn