

**Deans' Council Meeting
Wednesday March 15, 2006
11:00 AM – 12:45 PM**

Minutes

Attending: Beisel, Bowers, DiPillo, Edwards, Herbert, Hirtzel, Kasvinsky, Khawaja, Koblunicky, Licata, Ward, Yemma,

Guest: Chordas

Announcements:

- The kick-off for the Higher Learning Commission activities will be Friday, March 24, 2006, from 2:30 to 4:00 in the Ohio Room of Kilcawley Center. Everyone, including those not involved in the formal committees, is cordially invited to attend the kick-off.
- Nursing had a very positive accreditation visit. The EMT accreditation visit follows shortly.
- The College of Engineering and Technology experienced a severe “flood” on Monday when a serious build-up of water on the roof was not drained properly and instead was permitted to enter the building. Computing and other equipment was damaged. Dean Hirtzel is working on contingency plans for the return of students from break on March 20.

1. Human Resources Update – Ron Chordas.

Ron discussed his work during the first two weeks of his leadership in HR and asked members of Deans' Council to assist him by filling out a questionnaire on the quality of HR's services. He asked that responses be returned to him by March 22. He will send the questionnaire in electronic format to facilitate completion. Most of the initial reaction from the deans focused on the need to reduce or eliminate bottlenecks in the hiring process.

2. Ohio Academic Leadership Council – Bowers

Bege discussed the formation of the Ohio Academic Leadership Council (OALC) by the IUC-Provosts group. The OALC is designed to give administrative experience to individuals interested in moving into positions of academic leadership, with an emphasis on individuals from groups under-represented in academic leadership. While complete details are yet to be finalized, individuals chosen to participate will be expected to spend

one day a week for an entire academic year at a hosting institution, where they will both shadow a mentor and work on a project.

The Provost's Office will work through the Deans or CUE mail to solicit faculty applicants/nominees.

3. Provost's Items:

- Deans are asked to send Dr. Herbert names of 5 graduates from their programs who would be suitable for the YSU "Your Success is Our Story" campaign. Names are due March 22, 2006.
- Concerns have been raised about the lack of consistency in University web pages. Discussion focused on utilization of minimal graphic standards such as a common header, a common color scheme, and a template for the "entry" page for each unit's site. Deans expressed concerns about the potential need to re-do recently developed college or unit web sites. The standardization issue will be addressed soon.

4. Budget Issues: Marilyn Ward

The Provost's area is reserving \$50,000 of the course fees. The money will be redistributed to the colleges once actual summer enrollments are known and the money can be distributed accurately. Doing this keeps the Provost from dispensing funds based on estimates and then having to readjust or recall funds after accurate enrollment figures are in. The reserve should be distributed in May when final enrollments numbers are known.

The budget reduction for FY'06 is complete, and Marilyn expressed her thanks for the deans' cooperation. No more money will be needed for FY'06.

The budget reduction for FY'07 is now 1.5% of the total budget. Academic Affairs' portion has gone from approximately \$900,000 to \$1,070,000. Marilyn is putting forth a proposal for \$1,003,000, of which \$594,234 will come from salaries and fringes (from existing vacancies and/or non-college positions). The individual colleges will have to come up with \$220,000 (total, not per college) in base budget cuts. Marilyn passed out a sheet showing individual cuts to the colleges that total \$220,000. Responses from the deans to meet the \$220,000 will be due in about two weeks.

New Business – Khawaja

Dean Khawaja pointed out that good communication practices are needed to avoid conflicts between what is seen as grant solicitations vs. fundraising solicitations. A fuller discussion of this issue will be moved to a future Deans' Council meeting.