

DEANS' COUNCIL MINUTES

Wednesday, December 6, 2006
9:30 a.m. – 11:30 a.m.
Provost's Conference Room

Attending: Bowers, Edwards, Ginnetti, Herbert, Kasvinsky, Khawaja, Kobulnicky, Ritchey, Licata, Palumbo (guest), Cary Horvath (guest) Yemma, Ward

1. Announcements

- Observing the meeting was Cary Horvath, YSU Assistant Professor, Communication Studies, a participant in the Ohio Academic Leadership Academy (OALA). She has been shadowing various administrators at KSU, and her research project this Spring will focus on the concept of “pushback,” whereby administration finds resistance to new initiatives. She is interested in studying strategies to overcome the associated problems.
- A draft ad for a founding dean of the CLASS college is circulating through the search committee and will be placed in the *Chronicle of Higher Education* in the next few weeks. An ad for a dean of the STEM college will be drafted in the not-too-distant future, and a search will commence.
- The annual Carols and Cocoa Dana Holiday Concert, featuring “Gloria,” will take place on 12-6-06 at 7:00 p.m. at Stambaugh Auditorium. It will be a fun evening for all age groups. Also on 12-6-06, from 2:00 to 4:00 p.m., Maag Library will celebrate its 30th anniversary. The University community is invited to enjoy some cake and see the exhibit on the history of our library.

2. Commencement (Palumbo)

Fall commencement will take place Sunday, December 17, 2006; there are 575 potential graduates. The speaker/recipient of the honorary degree is Sanford Rivers, B.S.B.A., a 1968 graduate. Michael Shaffer, B.S.B.A., is the student commencement speaker. Kim Rost will receive a doctoral degree posthumously. We will present our first master's degree in Computing and Information Systems. A reception in Kilcawley Center will follow the event.

3. Accreditation Costs (Ward)

Requests are coming through for additional, new accreditations of programs. At this time we would like to ask that all systematically review each accreditation and membership bill received and the validity/benefit of each one--confirm that we absolutely should be paying them. This will aid in the future decisions of what new accreditations should be pursued. We would like to

institute a budgetary game plan and determine whether the 25% department/college, 75% Provost Office funding should continue or whether there is a different possibility. When planning for new programs/degrees, be mindful of costs, including accreditation costs. A short discussion followed about the current budgeting process for accreditation. There was a suggestion that accreditation funds be allocated to the colleges directly.

4. Course Fee Planning

With regard to spending plans for course fees, we expect the funds to be rolled over after approval at the Board meeting of 12-13-06. The President asked for a new process, and we will now roll the funds over into a restricted account to be held here. The deans should submit, at any time, their proposals for spending plans including true cost estimates. All are asked to put in place a timetable of systematic upgrades—for instance, a 5-year plan for laboratories, with a few scheduled for each year. Marilyn Ward asked deans to indicate when the actual purchasing will take place.

Inquiry was made about the current status of the upgrading of technology in the instructional classrooms; a list was compiled two years ago for this purpose. Some lecture halls were upgraded.

The Registrar's Office is currently inventorying all classrooms on campus to get a better picture of technology available and room capacity. Henceforth, if general-use rooms are not scheduled to the preferred user, they are open to use by everyone; exclusive rights to classrooms will end.

5. Academic Planning Reports

Departments' academic review and planning reports were due from the departments to the respective Dean's Office yesterday (12-5-06). It was decided that since the initial submissions are a first draft, departments will need to date the draft and send an electronic copy to Bege Bowers at bkbowers@ysu.edu. She will put the plans/reviews on CDs, label them "drafts," and make them available in the accreditation resource room. When the colleges forward their reports on February 1, 2007, the departments should send a hard copy of the most recent departmental review/plan and a dated electronic copy again. All of the materials will eventually be posted on the web.

Discussion followed regarding the space where the accreditation team will meet. Many related what accreditation teams find desirable during their visits, such as central locations, many meeting rooms, and student body presence. Dr. Bowers will try to reserve all available, desirable spaces at this time, since Kilcawley may be under renovation during the visit.

6. New Business

Changes in the Schedule of Operations have been made due to the conversion to Banner; there will be separate registrations for Summer and Fall in April 2007.

There was a long discussion of the need for the Academic Division to be consulted before decisions are made that have academic impact, e.g., the decision to allow students to register for two courses that meet simultaneously. Banner allows the university to preclude such registration, but the Student Team decided not to utilize that restriction. Dr. Herbert indicated that he referred the matter to a Senate committee, since the decision has obvious consequences for student success.

The discussion noted other initiatives arising outside the Academic Division that raise academic issues and concerns without involving faculty in the decision-making process.

Dr. Kasvinsky reported on a meeting that he and Dr. Herbert had with Neal McNally regarding the possibility of reducing the out-of-state differential for students from the Pennsylvania border counties. Discussion will continue.

The deans also discussed possible consequences of Butler Community College's building of a new campus in New Castle.

7. Adjourn

Minutes recorded by Debbie Withrow

Notes & Reminders:

01-02-07 Deans to forward to Provost their updated Course Inventory Workload
Audit Reports

01-15-07 Deadline for Chairs to forward to Dean their FY08 Course Fee Request forms

01-31-07 Deadline for Deans to forward to Provost their FY08 Course Fee Request forms

02-01-07 College Planning Documents (hard and electronic copies, along with hard and
electronic copies of department plans/reviews) due to Provost's Office

02-27-07 Chairperson's Meeting, Presidential Suite, Kilcawley Center, 10:00 a.m.

02-15-07 Course Catalog Number changes to Marilyn Ward for Banner conversion