

DEANS' COUNCIL MINUTES

WEDNESDAY, February 27, 2008

1:00 – 3:00 p.m.

President's Conference Room

Members Present: Abraham, Bowers, Edwards, Furnish, Ginnetti, Kasvinsky, Khawaja, Kobulnicky, Ritter (for Licata), Singler, Ward, Yemma
Guests: Annette Burden, Sal Sanders, Cheryl Bosley

1. Announcements

- (Edwards) Production of Sheridan's *The Rivals*, George Washington's favorite play, continues this week.
- (Yemma) The Master of Social Work program recently received notice of full accreditation.
- (Yemma) The Higher Learning Commission site team recommended approval of the Doctor of Physical Therapy degree and of expanded asynchronous distance learning.
- (Edwards) The Provost search committee will interview candidates at the Pittsburgh Airport soon; on-campus interviews will likely take place March 31-April 4.
- (Kobulnicky) By next week, the search committee for a new Dean of Fine and Performing Arts will have identified candidates to bring to campus; on-campus interviews are tentatively set for the week of March 17.
- (Khawaja) John Yemma has announced that he will retire effective June 30, 2008.

2. Distance Learning Strategic Plan Report (Sal Sanders and Annette Burden)

Dr. Annette Burden—the new Interim Director of Distance Learning—and Dr. Sal Sanders presented an overview of the Distance Learning Strategic Plan constructed by the distance learning planning committee, which was chaired by Dean John Yemma. For details, see the attached pdf file of Dr. Burden and Dr. Sanders's *PowerPoint* presentation. Sanders noted that the Department of Nursing is anticipating a degree-completion program for fall 2008.

Discussion followed about the need to prioritize items in the Distance Learning Strategic Plan: Sanders: Appointing a “permanent” Director of Distance Learning and securing support for developing distance courses are immediate priorities. We also need to collect demographic data about distance learners.

Burden: The new YSU/YSU-OEA *Agreement* will contain a section on distance learning. We need funds to develop the final courses for a distance program in Math.

Yemma: We need to develop a workable budget for distance learning.

Dr. Khawaja thanked Burden and Sanders for their work on the Higher Learning Commission distance-learning request and the strategic planning committee. Noting that we need to establish

distance-learning priorities at the institutional level, he added that Deans' Council "receives" the report from the committee and will follow up.

3. Policy on *Banner* Override (Cheryl Bosley)

Cheryl Bosley explained that item number 1 in the attached draft policy is the primary difference from current Model 204 practice. Dr. Kasvinsky noted that doctoral and other graduate courses shouldn't be included in item 3 of the draft policy. Marilyn Ward suggested that the second half of item 1 should be split into two separate situations: entering students into a course, versus entering students into a course and its prerequisite concurrently. Discussion followed about whether permissions referred to should be in writing. Dean Ginnett provided Bosley with a list of College of Education situations that will require overrides. We need a general policy on overrides, not just a policy for the college advisors. Dr. Khawaja said we need to provide language to all of the colleges; deans need to inform chairs. **Send suggestions for revisions to Cheryl Bosley within one week (by March 5).** [Also attached is a revision that Bosley sent after the meeting, which incorporates suggestions made at the meeting.]

4. Federal Appropriations Requests (Kasvinsky and Abraham)

Noting involvement of YSU students and faculty and value to the community, Dean Abraham provided an overview of the five FY 09 appropriations requests sent to Tim Ryan. Questions followed about possible conflicts of interest and whether YSU could provide the "match" if all requests were funded. Dean Kasvinsky asked whether the requests have been prioritized; Dean Abraham noted that he prioritized the items orally in discussion with Ryan's office.

5. Faculty Development (Deans)

Deans presented oral synopses of faculty-development activities in their colleges. Dr. Khawaja asked whether a portion of the colleges' OEA faculty-development money might be targeted to such items. Dr. Bowers noted that we also need some coordination of faculty development at the institutional level (e.g., faculty development related to assessment concerns identified by the Higher Learning Commission site team, perhaps through a cross-divisional Council on Teaching and Learning as suggested by the Criterion 3 Committee during the accreditation process). Dean Furnish noted the need for training on identifying troubled students and on campus security issues. Jim Ritter passed out a list of faculty-development activities in the College of Business. Dr. Khawaja asked each college to do an inventory like Ritter's, after which we will add central issues such as assessment. **Send your inventory to Debbie Withrow at dlwithrow@ysu.edu.**

6. Old/New Business

- Charles Singler and Marilyn Ward have been examining the budget. We are over budget on part-time expenditures. We need to examine how not to be in this position next year. Dean Abraham pointed out that increases in enrollment such as those we had this year necessarily increase the need for part-time faculty.
- Marilyn Ward will transfer operational funds soon.

- Dr. Khawaja noted that we need to discuss chair evaluations at the next Deans' Council meeting; we inadvertently overlooked them earlier.
- Dr. Kasvinsky handed out data showing that graduate FTE increased between 1998 and 2007, while headcount remained fairly constant.
- Dr. Singler said a parent complained that a student came to YSU in the snow, only to get here and find out that class had been canceled. Should the University develop a web page listing cancellations, send students e-mail and/or text message notices, etc.? Dr. Khawaja noted that YSU is already looking at University-wide messaging systems because of the type of incidents that have happened at Virginia Tech and Northern Illinois University.

7. Adjourn

Minutes submitted by Bege Bowers