

DEANS COUNCIL MINUTES

WEDNESDAY, FEBRUARY 4, 2009

1:00 – 3:00 p.m.

President's Conference Room

Members Present: Abraham, Bosley, Bowers, DiPillo, Edwards, Elias, Furnish, Kasvinsky, Khawaja, Kobulnicky, Licata, Singler, Ward

1. Announcements

(Abraham) On February 12, MATHCOUNTS competition activities will take place in Kilcawley Center. Several hundred middle-school students will be doing math problems all day. Also, the 1st Annual STEM Awards Dinner honoring alumni will be held in DeBartolo Stadium Club on 2-19-09. Make reservations right away; there are currently 155 registered.

(Bosley) The deans were asked to mark their calendars for the annual Advisors Luncheon on April 30, noon to 2:00 p.m. Dean Ginnetti, BCOE, is hosting the event.

(Singler) Jeffrey McKee, from OSU, will give a free lecture on *Darwin's Prescient Insights on Human Evolution*, as part of Charles Darwin's 200th Birthday celebration, on February 10, 2009, at 12:45 p.m. in Moser Hall, Room 2000. There also will be a YSU Faculty Forum on February 12.

(Licata) George Mehaffy, V. P. for Academic Leadership and Change, AASCU, will be on campus 2-12-09. There will be a luncheon for the deans from 11:45 a.m. to 1:00 p.m. in Bresnahan I & II, KC. There are also 2 open sessions for the campus community at which Mehaffy will speak on "Engagement as a Strategic Priority in the Public Urban University."

2. Honors Convocation

Note that the **Honors Convocation** event has been moved from April 21 to **April 28, 2009**, at **7:00 p.m.** and will be held on campus in the **Chestnut Room, Kilcawley Center**, instead of Stambaugh Auditorium. The class honors will not be presented at the convocation this year. Discussions will continue on the reconfiguration of events for the Honors Convocation next year.

3. Dean's List (Bosley)

Cheryl Bosley informed the deans about her conversation with Jeanne Herman, Associate Registrar, regarding running a Dean's List report for the colleges each semester. Jeanne said that *Banner* has some capabilities that the deans may be interested in for their colleges. There is a trend toward students using e-portfolios. To save time and money each semester, a university-wide job can be run automatically and generate a Dean's List award announcement letter that would be sent individually to each student's *Banner* account, so that the student could put the award letter in an e-portfolio. *Banner* is also capable of sending an award certificate that the

students could print out themselves, if the deans desire. A semester report of those students on the Dean's List still could be sent to the colleges. Dr. Bosley just wanted to let the deans know that the technology and capability are available to perform those functions that are currently performed somewhat manually through the dean's offices in each college.

4. Summer School Scheduling and Deadlines (Khawaja and Ward)

Dr. Khawaja said that this year's university budget challenge will be in excess of \$3 million dollars. Issues contributing to the shortfall are utilities and a projection from the academic unit related to the upcoming creation of a deficit from summer school expenses, in addition to the part-time faculty budget. At the State level, an \$800-\$900 million dollar deficit is predicted. There is no longer a vacant faculty position pool of funds to draw upon because of the hiring of faculty during the last couple of years. Over the years, past provosts have tried to establish a budget process to change the financial picture related to the Academic Division's budget, and each has failed to change the overall picture. Because of the looming deficit, Dr. Khawaja is going to cap workload hours by college. The deans will need to cut their budgets to equal that number, approximately amounting to a 10% cut, and Dr. Khawaja asked the deans to alert the chairs. The deans and chairs have to be sensitive and look at all of the issues—collapse multiple sections into 1; cut a class that could be picked up at another time, yet try to take care of the graduating seniors; consider other programmatic needs; etc. Marilyn Ward is working with Dr. Khawaja on the figures, and he will send out summer workload hours allowed for each college to the deans by Friday, 2-6-09.

5. Update on Science Labs for Gen Ed (Abraham)

Dr. Abraham handed out a summary of the spring and fall 2009 STEM 2600 natural science replacement courses (see the attachment), noting that fewer STEM 2600 sections were offered in the spring term. There are 5 natural science courses for students to choose from; these courses have always existed. The laboratory courses have been resurrected as new lab sections and approved for fall term to fulfill the natural science (lecture and lab) Gen Ed requirement. Dr. Abraham noted that when STEM 2600 is eliminated in *Banner*, the laboratory enrollment will increase. Due to STEM 2600 being a required course in many disciplines on campus, discussion followed on how to quickly update program requirements to allow the replacement courses for STEM 2600. Dr. Abraham will make the approval process inquiries.

6. Program Review

Dr. Khawaja informed the deans that at the next or subsequent Deans Council meeting the academic program review cycle will be discussed. The deans should think through what the committees are doing related to the institutional response and the strategic plan, and see in what context the program review cycle fits into what the committees are doing now.

7. NEOUCOM Courier (Ward)

Marilyn Ward informed the Council that the main responder to her inquiry about the use of the NEOUCOM courier service was Maag Library. NEOUCOM is not an OhioLINK site, and the

regular depository does not serve NEOUCOM, so the courier service must do so. Since the University of Akron decided not to renew the courier service, YSU also needs to investigate what value we are provided by the service—how often we are using the service and how many packages are transported. Marilyn has asked Dan O’Connell, Support Services, to provide her with YSU’s courier usage records. If she is unable to get the information, she will need to ask the Deans Council members to provide details.

8. Internships in Relation to New Funding Formula (Binning)

Dr. Binning, a legislative liaison for YSU, shared information about a Co-op/Internship Experience program tentatively to be offered by the state ODOD, and he wanted to make sure every college gets this information. This \$50M/year for 5 years program is in the current budget as presented to the Ohio legislature yesterday (2-3-09). Binning is not sure if the bill will hold up because the governor’s budget relies on the federal stimulus bill. Dr. Binning emphasized that this is only a draft for the deans to get started and to give them some idea of what is being proposed. The IUC and OBOR believe that the draft contains the rules that will be used, but there is no guarantee. Binning noted that it is important to find out which universities are involved in pursuing these internships and to team up. (See the subsequent media release at http://uso.edu/newsUpdates/media/releases/2009/03/OBRMediaRel_17Mar09.php.) Dr. Abraham said that he has been investigating this program. The program will provide mechanisms for students to find jobs in small- and medium-sized businesses. Dr. Kasvinsky said it looks like the match has to be privately funded by business; the company pays the student, and the university receives some funding for infrastructure. Dr. Binning asked that any questions to him be fielded through Dr. Singler. Dr. Abraham will let Deans Council know when the pre-bidding video conference will take place. It was noted that part of the funding is for hiring a public relations firm to run the marketing campaign for Ohio.

9. Engagement Team Update & Internship Website (Licata)

Dr. Licata said the engagement team continues to meet and work on the Academic Strategic Plan goal. YSU joined the Ohio Campus Compact, and the organization’s representative, Jennifer Gilbride-Brown, will visit the campus in March. In April, a YSU Faculty Summit on Engagement and Service Learning will be held.

As part of the engagement goal, the team will be updating the YSU website on internships. The quickest way to update the site will be to work through the deans. Initially the update of the site will consist of a complete listing of all internship/co-op programs and the name of the internship contact person. If names are not supplied, the default contact will be the chairperson.

10. Federal Set-Asides (Kasvinsky)

Dr. Kasvinsky passed out a list (attached) of all the Federal Appropriations requests that have been received. The deans will be meeting at 8:30 a.m. tomorrow (2-5-09) to look at the requests in an organized, thorough manner. Since the deans are thinking about new faculty position needs, Dr. Kasvinsky passed out the current *Policies and Procedures for Requesting New Faculty Start-up Funds* (see the attachment).

11. Old/New Business

Related to the 1-7-09 Deans Council meeting discussion about conditional admissions, registration, late enrollment, and pass rates, Dr. Khawaja met with Student Affairs. The two divisions are going to position themselves appropriately, and a task force to focus on readmitted and returning student success is being formed through agreement with two committees of the Senate (Student Affairs and Academic Standards Committees). Nate Ritchey has been asked to chair the ad hoc group. Student Affairs and Academic Affairs will each appoint 2 people to the group also. Please send input for this matter to Dr. Khawaja. It is hoped the task force will finish its work before the semester is over. And if recommendations from the task force require Senate action, it is hoped that the Academic Senate can consider them in the early fall.

Based on the request at the last Deans Council meeting (1-7-09), Dr. Abraham said that Chairs Ritchey (Math) and Salvner (English) and Coordinator Karen Becker (Reading & Study Skills) put together a pilot program for the fall--a 3-course block schedule for late-enrolling students, although they've expressed their concerns about the fairness of assisting late students at the expense of early-enrolling students.

As a follow up to the Turning Technologies presentation and subsequent lunch-and-learn sessions, faculty were very interested in the technology if it could be implemented in a painless way--without having to hand out a device at every class. The deans discussed the matter; and if the technology would be used more than once or twice a year, the students could buy the clicker for \$30. The university also would need to make an investment and buy the technology needed in the classroom. This April, Quest will be using the technology free of charge in rating Quest presentations, because it is a new application.

Since the Board of Trustees, including Chair Scott Schulick, is very interested in learning more about the Academic Division, Dr. Khawaja said that on a rotating schedule, there will be a presentation by one of the colleges at Board of Trustees luncheons, beginning on February 24, 2009. The Bitonte College of Health and Human Services, a leader in distance learning, will put together a presentation. Dr. Licata said that the WCBA will do a presentation at the June luncheon.

Marilyn Ward said that the deadline to turn in college instructional equipment needs is extended to February 10. Deans Council will discuss and barter for the funds at the Deans Council meeting on 2-18-09. Marilyn reminded the deans that fee changes that are non-course fees (not course related) are due to the Provost's Office by February 13, 2009.

Dr. Khawaja asked that the deans let him know if they have any items for the All Faculty Meeting on February 26, 2009, at 4:00 p.m. in the Chestnut Room, KC.

12. Adjourn

Minutes submitted by Debbie Withrow