

## DEANS COUNCIL MINUTES

WEDNESDAY, DECEMBER 3, 2008

1:00 – 3:00 P.M.

President's Conference Room

Members Present: Ahuja (guest), Bosley (guest), Bowers, Chordas, Cullen (guest), Edwards, Furnish, Ginnett, B. Jones, Khawaja, Kobulnicky, Licata, J. Mosca, Singler, Ward

### 1. Announcements

(Edwards) The yearly Carols and Cocoa will take place this evening at 7:00 p.m. in Stambaugh Auditorium. The carols and cocoa will be followed by different ensemble groups with a variety of appropriate holiday music.

(Furnish) Paul Sracic has been recommended for a Fulbright Scholarship to teach about the Constitution in Japan. Also, the gerontology major and the M.S. in Applied Behavior Analysis have been approved by OBOR.

(Bosley) Right before spring registration, from 10:00 a.m. to 3:00 p.m., in Kilcawley Center, the academic advisors will be available to help students explore potential majors if they are interested in changing or looking at other majors.

(Chordas) The Center for Urban and Regional Studies received ODOD funds to hire a coordinator to do economic development along the Mahoning River corridor. Nine mayors of the surrounding communities are contributing funds to this initiative.

### 2. ACE Fellowship (S. Ahuja)

Sunil Ahuja, on leave from YSU, was awarded an American Council on Education (ACE) Fellowship. Dr. Ahuja's fellowship is attached to the president's office at Baldwin-Wallace College. At the request of Dr. Sweet, Dr. Ahuja came to the meeting to share his experiences. Dr. Ahuja's key focus is on fundraising, development, and international partnerships. He is learning by shadowing the president and the vice president for advancement.

ACE encourages fellows to do at least one project that would be helpful to their host institution and desires that they leave behind useful projects. Dr. Ahuja took the lead on the task force on the Adult and Continuing Education unit. The unit is declining, and the desire is to reverse that trend. His report on the project is almost done. Dr. Ahuja is also working on a key area of higher education—financial management.

The fellowship project also involves Dr. Ahuja's visiting other universities and attending conferences. He will also lead a small group of fellows to India in March. Dean Edwards urged him to encourage others to apply for the ACE Fellowship.

### 3. Reduced Operations – December 24 and 31, 2008, and January 2, 2009

The University will be closed on December 25 and 26, and also January 1. The University is proposing that individual units decide to suspend operations if they choose for December 24 and December 31 (the days before Christmas and New Year's) and the day after New Year's (January 2). Those who take off must fill out a leave form and use vacation, compensatory time, or personal days. If any single person wants to work or catch up, they have the option to do so. The expectation is that the proper voice mail would announce what is taking place, that the university is not closed, and the options that the caller should take. The University is expected to be staffed on Monday and Tuesday of both weeks (December 22, 23, 29, and 30). [January 2 was subsequently declared a holiday.] Deans need to speak to advisement staff, their own offices, as well as departments about this issue.

### 4. College Fees

Dr. Khawaja suggested that the most logical way to list the use of college fees is to create a format or generic matrix that gives the reader a good sense of the kind of expenditures for which the college fees will be used. Different colleges will have varying uses for college fees. Dr. Khawaja asked Deans Council to help frame that conceptual pathway, and he passed out a rough draft of some generic categories that were suggested already. A discussion followed. Dr. Khawaja asked the deans to provide him with suggestions for areas of categories for the matrix, e-mail them to Bege Bowers, and the Provost's Office will put together the college fee category document.

### 5. Transfer Evaluations

Dr. Furnish passed out copies of his memo regarding problems with the transfer evaluation process. Please see the attachment for the important, specific details. Much discussion followed about the duplication of efforts and the non-reporting of needed information to Degree Audit. Dr. Khawaja suggested that faculty advisors do not perform the transfer equates because the information is not passed to the Office of Degree Audit; incoming transcripts always should be passed to an advisor for processing. Once courses in transcripts are equated and entered within the system, the same task will not have to be repeated again. Also, transfer evaluations need to be done before students register. Dr. Khawaja will ask a sub-group of this body and a student affairs representative to look at this complicated issue. In the meantime, colleges must report transfer equates to Marie Cullen, Degree Audit. Marie stated that the degree audit is a student's senior sheet. Marie said that the training in degree audit is offered, but not many chairs work with her to develop their audits. Dr. Khawaja said more will be discussed on this subject in the future.

### 6. Old/New Business

On a related item, Dean Furnish said several chairs are greatly concerned that *Banner* will not allow a senior in good standing to take a course for graduate credit. After some discussion, Dr. Khawaja asked that the subject be brought up at a subsequent meeting when Dr. Kasvinsky is

present. Marie Cullen thinks Kent State may have helpful information to share on this same issue.

Dr. Licata was at a budget information committee meeting recently, and because of the way YSU is funded now versus how the funding formula looks next year (with the Fs and Ws not counted), she suggested we very frankly need to look at making changes in our academic policies as soon as possible. If we ran our current figures on next year's models, we would be at 70 percent funding of where we are now. Dr. Khawaja agreed that we need to address new academic policy issues now to position ourselves to respond to the new funding issues. Dr. Bowers said the Academic Planning and the Student Affairs Committees need to work together to address student success. Dr. Khawaja will talk to Dr. Cyndy Anderson about the matter.

Dr. Khawaja reminded the deans to continue their leadership on the Academic Strategic Plan goals. We soon will be looking at progress toward those goals.

7. Adjourn

*Minutes submitted by Debbie Withrow*