DEANS COUNCIL MINUTES

WEDNESDAY, JANUARY 6, 2010
1:00 – 3:00 p.m.
President's Conference Room

Members Present: Abraham, Bowers, DePoy, Furnish, Gergits (guest), Ginnetti, Hoyson (guest), Khawaja, Kobulnicky, Leson (guest), Licata, J. Mosca, Singler, Ward

1. Announcements

(Kobulnicky) The executive director of OhioLINK just resigned, at a time when the organization of OhioLINK has become muddled with some of the Chancellor's other initiatives related to information technology. OhioLINK is no longer governed by its own Board (formerly made up of IUC Provosts), and OhioLINK has been brought into OBOR's Educational Technology Division. Without a management and governance structure sensitive to a library system's needs, the system has become troubled. Paul Kobulnicky is Chair of the Library Advisory Committee as of December 2009 and must now deal with these issues.

2. E-portfolios and Assessment Management   (S. Leson and J. Gergits)

Sue Leson, chair of the E-Portfolio Task Force, presented a proposal about digital portfolios for students. E-portfolio systems such as *LiveText* enable students to assemble and reflect on their assignments and are an effective mechanism to assess student progress and handle assessment management. See the attached proposal for further details. The proposal suggests bringing *LiveText* to campus by a stratified implementation over a 4-year period. The task force thought the technology, and thus the culture, should be brought in slowly. This technology will allow a continuous process of assessment. It allows archiving artifacts and will generate data for both General Education and the Assessment Office. [Udpate April 2010: Implementation of an e-portfolio system has been delayed because of ongoing discussions comparing *LiveText* to *TaskStream*, a system currently used in the Beeghly College of Education.]

3. Clinical Track Faculty   (J. Mosca and P. Hoyson)

Dean Mosca introduced Patricia Hoyson, Chair of Nursing. Dr. Hoyson came to present the proposal to offer a clinical-track designation for certain faculty (clinical) in the Nursing Department. A study group had been established in the last round of faculty negotiations to look at the possibility and develop a proposal. Nursing is a practice discipline with a predicted shortage of both registered nurses and nursing faculty for the next 20 years. Dr. Hoyson said the Nursing profession is unique because there are multiple entry levels into the profession via either a diploma, associate, or baccalaureate degree. Only about 15% of registered nurses have a master's degree, and less than 2% have doctoral degrees. With the shortage of both master's- and doctoral-prepared nurses, there is not a big hiring pool and many universities are having difficulty hiring faculty (with either an MSN or a PhD).

With the current changes in the YSU Agreement, the only tenure track faculty positions that can be hired are those that have a doctorate. The goal of a clinical track in nursing is to allow the MSN-prepared faculty in nursing to have promotion and tenure opportunities. The MSN faculty teach the majority of the clinical practicums and clinical lecture courses. Excellent clinical faculty are instrumental in developing strong clinical skills and critical thinking in students. These faculty serve as role models for professional nursing in the clinical setting while serving as the face of the university in the various health care facilities in the community. The MSN-prepared nursing faculty are an essential part of the faculty team.

Affording these faculty promotion and tenure opportunities is essential to the department's ability both to retain current faculty and to hire faculty in the future. It also will allow the university to better compete in the hiring of highly qualified nursing faculty. In addition, the opportunity for promotion and tenure assures continued faculty involvement in department and university service. This department service is essential to the continued success of the nursing program for both accreditation and student competencies. See the attachment entitled *Criteria for Clinical Appointment and Promotion* for further details. Much discussion with Deans Council followed regarding the issue of clinical appointments and promotion. Dr. Khawaja thanked Dr. Hoyson for her presentation and work on this matter.

4. University Guidebook Policies

Changes or comments about *Faculty Workload Policy 1020.01* should be sent to Bege Bowers and Marilyn Ward; and Marilyn will share them with Teri Riley, Director of Faculty Relations.

5. Staff Report   (C. Singler, et al.)

Two academic policies were presented to the Academic Standards Committee for consideration. The 1st involves the repetition of courses. A course can be repeated only once and thereafter must be approved by the dean. It was confirmed that the repetition of a course after the 1st time is at the discretion of the dean.

The 2nd proposed policy pertains to the recalculation of the grade point average (GPA) for repeated courses. The new policy proposes that when courses are repeated more than once, the recalculation of the GPA shall reflect only the last grade and one grade from the previous grades for that course. *Banner* does not prevent a student from registering to repeat a class, with or without the Dean's approval.

Marilyn reminded the staff about the opportunity to nominate their personnel for the classified 2010 Distinguished Service Awards (see the MyYSU Personal Announcement e-mail dated 1-4-10).

Per her e-mail, Marilyn Ward said she needs to know now what faculty are retiring and whether the departments have voted on recommending them for Extended Teaching Service.

Marilyn said if there are changes to the previously approved ETS assignments, the changes need to come up through the departments to the deans, and to the Provost's Office ASAP. This will prevent incorrect payments.

Dr. Khawaja will be on vacation from 1-14-10 and return on 2-1-10. The Deans should hold 1-20-10 on their calendars in case a Deans Council Meeting must be scheduled by Bege Bowers as Acting Provost.

6. Old/New Business

Dr. Khawaja stated that because part-time faculty earn sick leave now, it is imperative that part-time contracts be submitted in a timely manner to the Provost's Office. Part-time faculty cannot be entered into the payroll system until contracts are received. The *Banner* system cannot reconfigure allotted sick leave, so the contracts must all be entered prior to the start date or sick leave will have to be calculated manually. Only 100 part-time contracts have been received, and classes begin this Monday, January 11, 2010. That means there is a potential of 400 manual adjustments to sick-leave for part-time faculty. The submission of part-time contracts must be made a high priority each semester. The Deans were asked to communicate to the Chairs to always send in contracts as they are completed. The Deans should also inform the chairs that part-time faculty must fill out sick-leave forms if they are absent.

A Faculty Separation Incentive plan, as part of the negotiation process, has been accepted at the Cabinet level, and the plan will be taken to the BOT at the next meeting. It is only for faculty in the union. It is not a buy-out. There will be a window opened to participate, irrespective of whether the ETS process has been performed. Faculty are offered $60,000 paid out over 2 years, and they would be eligible for ETS at a different pay rate—60% of the regular ETS rate of pay. The Faculty Separation Incentive plan may be offered in the spring, in the fall, and will conclude in June 2011. It is estimated that about 30 faculty may be eligible. The colleges will be able to fill only 50% of the vacant positions in the 1st year; there will be a 1-year waiting period to rehire for the other half of the vacant positions.

The President has asked the Academic Division to develop a 1-pager for the presidential candidates indicating the Division's strengths, weaknesses, challenges, and opportunities. E-mail input to the Provost within 24 hours.

7. Adjourn

Minutes submitted by Debbie Withrow