

DEANS COUNCIL MINUTES

WEDNESDAY, JULY 7, 2010

1:00 p.m. – 2:30 p.m.

President's Conference Room

Members Present: Abraham, Bowers, Funk for DePoy, Furnish, Harmon for DiPillo, Khawaja, Kobulnicky, Licata, Mosca, Singler, Ward

Guest: Nancy White

1. Announcements

(D. Funk) The Summer Festival of the Arts will take place on campus July 10-11.

2. Budget (M. Ward)

Budget FY10 clean-up is underway. Marilyn Ward asked whether there are any outstanding issues for FY10 of which she is not aware. Most departments cleaned up their deficits; however, because of some late processing, a few deficits remain. Marilyn will do one more transfer if anyone wants to finalize budgets—she will send an e-mail reminder later in the week. Only one college is over budget.

FY11—no questions to date.

OEA Travel: Marilyn proposed that colleges charge OEA travel expenses only to the departments, with transfer of funds from the deans' "orgs." Currently, the colleges are processing these funds 6 different ways; the proposed procedure would make the charges consistent and also allow for accurate reporting of expenses. The charges would be in the correct departments and also coded correctly. The primary purpose of this approach is to facilitate tracking and reporting. Discussion ensued. Business and STEM feel the proposed process would not work for their travel policies. If at all possible, Marilyn would prefer the expenses to be at the department level. However, since no consensus was reached, details will be obtained from colleges that do not follow the proposed procedure for FY11.

3. ETS and Summer (M. Ward)

Marilyn distributed current ETS assignments by college. Deans are reminded that any changes must be approved by the Provost. She also distributed workload hours for summer. Three colleges are under target; one college is over target. Enrollment is down this summer. Marilyn will send the deans information about summer enrollments for last year for comparison.

4. Planning Initiative—Role of Deans (I. Khawaja)

An initiative to develop the University's next strategic plan is underway. The plan will define goals for 2020, with some shorter-term goals along the way. President Anderson has set a December 2010 target for completing the new plan. Although the timetable is ambitious, it should be feasible because the mission and vision have already been developed.

The deans will serve on the large planning steering committee, which will meet for the first time on July 15, 2010, in a session facilitated by Ellen Chaffee of the Association of Governing Boards. Smaller subgroups will then manage collection of data, writing the plan, etc. Academic Affairs has a vested interest and is represented fully; Dr. Khawaja would like for the Academic Strategic Plan to serve as a starting point for discussion and developing the university-wide plan.

5. Deans' Senate Committee Appointments (C. Singler)

Dr. Singler distributed the preliminary list of administrative Senate appointments for the 2010-11 academic year.

6. Updates

Nancy White Assignments: Dr. Khawaja announced that Nancy White will assist with several projects during this next academic year—especially the University's strategic planning effort and planning for strategic development of distance learning.

Nancy distributed a questionnaire for deans to record college data regarding distance learning and information about current and future plans for programs and/or courses to be offered through distance/alternative methods. Deans are to complete the questionnaire and return it to Nancy by August 2, 2010. A summary of the questionnaire results will be presented and discussion of the next phase will be held at the Deans' Council meeting on August 4.

In addition, Sherry Linkon, Jan Elias, and Nancy White will ramp up faculty development during the 2010-11 academic year.

General Education Coordinator Position: Tod Porter will assume the general education coordinator position August 15.

LiveText; TaskStream: Sue Leson will meet with the deans individually to discuss what programs or departments are interested in beginning to use an Assessment/E-Portfolio system this year. After these meetings, Sue will report back to the Provost regarding the interests and timeline for implementation. Once Dr. Khawaja knows how many programs/students would like to use a system, a business plan—and if necessary, an RFP—can be developed.

7. Old/New Business

The Beeghly College of Education Dean Search Committee is being formed. Send any suggestions of individuals to serve on the committee to Dr. Khawaja by July 16, especially if your college has formal collaborations or relationships with the College of Education.

Two bargaining agreements (ACE and YSU-OEA) will be negotiated during this next academic year. Deans' Council members are asked to call or e-mail Dr. Khawaja regarding any provisions of the current agreements that have created issues.

8. Adjourn

Minutes submitted by Marilyn Ward and Bege Bowers