

DEANS COUNCIL MINUTES

WEDNESDAY, JANUARY 5, 2011

12:30 p.m. – 3:00 p.m.

President's Conference Room

Members Present: Abraham, Bowers, Chordas, DePoy, DiPillo, Fahey, Furnish, B. Jones, Khawaja, Kobulnicky, Licata, Mosca, K. Reynolds (guest), Singler, Ward

1. Announcements

(Abraham) A joint announcement is being made by the Colleges of STEM and BCOE about an Ohio STEM Demonstration Grant for mathematics enrichment programs for 9th and 10th graders and their teachers, effective Summer 2011, in conjunction with Eastern Gateway Community College (EGCC) and Youngstown City schools (YCS). The grant begins in January 2011.

(Licata) The Center for Nonprofit Leadership has received a \$40,000 grant from the Raymond John Wean Foundation to start a Summer Honors Internship program, and the Center will offer 10 full-time nonprofit leadership internships this summer. The program creates an opportunity for college seniors to gain valuable career-related work experience with Mahoning Valley nonprofit organizations.

2. Faculty Position Postings (K. Reynolds)

Kevin Reynolds came to Council to share information and seek Deans Council's input about faculty position postings so that the process is informed by our needs in the colleges and departments of the academic sector. This year has been different because we are late this year posting faculty positions due to budget issues confronting YSU. Kevin Reynolds asked if it makes sense to do print advertisements in addition to on-line advertising in *The Chronicle*. He asked if Council can inform HR of those disciplines where the *Chronicle* isn't the right vehicle to advertise in, such as in specialty areas like graphic designing, for example. To put the inquiry in context, Dr. Khawaja said that the driving force behind our interest is that we maximize the quality of faculty that we hire and maximize our chances of attracting the best we can hire. Dr. Khawaja is also looking at streamlining the timing and the process of faculty hiring. Mr. Reynolds believes that now most people looking for employment are going on-line. In terms of cost, the print ads are currently \$5,000 and were \$4,500 last year. Posting on-line in *The Chronicle* costs \$260 per month. Mr. Reynolds stated that faculty position applicants will be asked where they heard about the position for which they are applying.

After discussion, it was concluded that it is more advantageous and cost effective to post on-line and not necessary to do a print ad in *The Chronicle*. It was also agreed that we should not have a general policy that requires all faculty vacancies to be advertised in *The Chronicle*. Input will be solicited about the right places to advertise, limited to 1 or 2 advertisements.

Dr. DePoy offered that HigherEdJobs is a free website that his college uses through a vendor who does an ad placement for them, and the vendor is able to secure better advertising rates. This site is offered free to job seekers.

Kevin Reynolds announced that the new PeopleAdmin hiring system will be rolled out in 2011 for the next hiring cycle of faculty hiring. The system will be able to screen for minimum qualifications and other specific information relative to education and experience. As with the other categories of employees, certain issues that are unique to faculty positions will need to be addressed as PeopleAdmin is implemented. Dr. Khawaja said that perhaps we could start with term positions being processed in PeopleAdmin. Kevin Reynolds was invited to come to the next Academic Chairpersons' meeting to apprise Chairs of the basics of the PeopleAdmin system.

3. Summer 2011

Forty-two additional summer courses have been proposed to be added. Dr. Khawaja said that we must look at revenue enhancement while maintaining the original limit/budget for summer school since we are continually looking at budget issues. Dr. Khawaja noted that the original summer school schedule cannot suffer by adding these additional classes. For instance, unless 8 out of 10 are graduating seniors who need a summer course, there's no logic in supporting a course that is underenrolled. The original schedule must maintain the level of enrollment; otherwise, the addition of the new courses does not enhance revenue at all. Dr. Khawaja asked the deans to look at the courses again and determine whether a course of 10 students with a deficit should be run and whether there is a compelling student need in addition to revenue enhancement. If both are not met, then the course will not be held. Dr. Khawaja asked the Deans for a quick turnaround on this matter so that it can be resolved by next week, preferably this Friday, but no later than Monday, 1-10-11.

4. Appropriate Degree Level for Teaching

A form to designate the level of degree held by part-time faculty has been posted to the Provost's website, and it must be completed for all part-time faculty. The form must be kept on file in the department along with the hiring document and the faculty's credentials (vita) for teaching the class. The form will be discussed at the next Academic Chairpersons' Meeting. Faculty must have a degree at least one level higher than the level at which they teach (or a terminal degree if applicable)—or alternate qualifications must be documented.

5. Negotiations

If the deans or chairs haven't responded to Teri Riley's survey about input on what is not working in the current faculty YSU-OEA Agreement, please respond with suggestions as quickly as possible.

6. Freshman Convocation

Due to the Kilcawley Center renovation, Events Management asked if it is permissible to have the August 2011 Freshman Convocation picnic reception in Beeghly Center. Although there is concern about enough space to adequately accommodate students and families, Dr. Khawaja will check to see if it would be possible to have the event at the Watts Center. [The Watts Center is not suitable or rated to handle such events. The Freshmen Convocation event, ceremony and picnic, will be held in Beeghly Center.]

7. Review of Combined Policies 1001.01 and 1001.02; Policy 1002.01 (B. Bowers)

The policies pertaining to faculty, part-time faculty, and graduate faculty were discussed. Dr. Bege Bowers asked Deans Council to get comments to her by 1-14-11 on the remaining Academic Affairs' policies for BOT review at the next Academic and Student Affairs Committee meeting on 2-24-11. Two of the 14 policies to be reviewed are negotiated through collective bargaining and will be deferred until after negotiations.

8. Budget (M. Ward)

Marilyn Ward said that the minimum wage rate went up January 3, 2011, by 10 cents, and there is a proposal from Student Affairs to increase the 2nd level of student wages as well. We will leave the exception rates alone this fiscal year. Jack Fahey said that there was no increase to the 2nd wage level last time the minimum wage was increased, so the proposal is to raise the rate to \$7.75 per hour.

Marilyn passed out the 2nd quarter operating, lab materials, and college fee budgets. She also sent out a notice to clean up budgets. If lab materials are needed for spring, we can provide an advance with the Deans' approval, rather than dip into other funds.

Martin Abraham inquired about the YSU College in High School credit being heavily advertised and offered for \$125 for a 3-hour course, and he asked why the tuition level is so low. Dr. Khawaja stated that our competition is Kent State and the University of Pittsburgh, which offer \$125 per 3-hour course rates. EGCC was surprised that YSU was way ahead of them with signing up high schools for the program. The other side of the coin is that the program is a pipeline issue and about making students feel comfortable with YSU. We have a chance to better capture part of the market and maximize their chance of attending YSU. Their dual credit is YSU credit. Metro Credit people are going to schools and promoting YSU; however, we need to do something more. Dean Abraham volunteered to meet with Sharon Schroeder and Jack Fahey to work on a win-win situation for YSU and those students that we have a great chance of recruiting.

9. Old/New Business

Dr. Licata requested that the Graduate School Recruitment Fair be held from 6–8 p.m., instead of 11 a.m.–1 p.m., to enable us to hit YSU's target market. If parking can be worked out, we can use the atrium at the WCBA.

Dr. Khawaja shared that a subset of the Urban Research Cornerstone group is looking at best practices for Graduate admissions in Ohio and other relevant universities to investigate how we can enlarge YSU's footprint as we transition into an urban research university.

Dr. Khawaja has received only one response to his request for what kind of data reports we would like to routinely have generated for our Division. He asked the Deans to give the question some thought and communicate their responses to Dr. Bege Bowers.

Dr. Licata was recently spotlighted in the *Business Journal*.

10. Adjourn

Minutes submitted by Debbie Withrow