

**Deans Council Minutes**  
**July 20, 2016**  
**Leaders Conference Room**

Present: Abraham, Ball, Blair, Cossentino, Howell, Hripko, Licata, Mosca, Myers, Paul, Sanders, Sturuss (for Steelant), Ward

Guests: Jackie LeViseur, Gloria Kobus, Paul McFadden, Shannon Tirone

Associate Provost Ball distributed a handout to the deans on behalf of Hillary Fuhrman regarding major field reports. The deans were asked to review the document and to answer the three questions listed on the coversheet. All changes are due on Friday, July 22, 2016.

**Commencement Ceremony**

Jackie LeViseur, Director of University Events, suggested the commencement ceremony is too focused on YSU speakers and not the students. She shared with Council a list of possible changes, and she asked Council for input and recommendations. Discussed were possible changes in the Academic Processional, the Color Guard entering from the rear entrance, eliminating the introduction of the macebearer, limiting the introduction of the speakers, eliminating the hooding of master's degree candidates, shortening remarks by the Provost and President, moving the presentation of the honorary degree, and eliminating remarks on the YSU seal. Ms. LeViseur said she would make a formal proposal to share with Council. After Council accepts the proposal, she will submit the proposal to the Academic Events Committee. The Academic Events Committee must approve and forward the proposal to the Academic Senate. Ms. LeViseur stated the goal is to implement changes in time for Fall commencement and then to improve upon these changes in time for the Spring commencement ceremony.

**Review of Fee Assessment Rules**

Gloria Kobus, Bursar, told Council a consultant is being hired to review how YSU builds fees in Banner and to suggest how improvements can be made. She stated that at various times, different procedures were used to charge fees, e.g., for purposes of grandfathering different cohorts of students or for purposes of dynamic pricing. A discussion ensued. The deans were asked to review the fees in their colleges (those attached to courses and those attached to students). Ms. Kobus stated that she and Bob DeFrancis will be meeting each dean to review fees and to discuss how fees can be built effectively into the Banner system.

**Minutes of Meeting of June 22, 2016**

Dean Licata made a motion to approve the June 22, 2016, Deans Council minutes. Dean Sanders seconded the motion. A vote was taken, and the minutes were approved.

**Objectives for President's Loge for 2016 Football Games**

Paul McFadden, President of the YSU Foundation, explained to Council the methodology for inviting guests to the President's Loge for home football games. Recent modifications were made to embrace major gift prospects for the Macte Virtute Campaign. A select group of guests will be issued an All Season Pass. Other invitees have been placed in groups A, B, and C. Group A invitees will select the game of their choice to attend. Group B invitees will be invited to a

particular game, and if they cannot attend, they may reschedule a later game. Group C invitees will be invited to a particular game, but if they are unable to attend, they may not reschedule. If the deans have individuals they wish to be invited to a game, they need to give this information to their college's respective development officer for possible inclusion. There is a target of 100 individuals to be invited to each game.

### **Update on Campaign**

Mr. McFadden gave an update on the Macte Virtute Campaign currently underway. The YSU Foundation is using a pyramid as a model, and it has set a goal to raise \$75-100 million. There are active prospects on the upper levels, and success has been made in the upper and lower levels. There have been 8-10 new scholarships developed in the last year. As updates occur, the development officers will keep the deans informed.

### **Guidebook Policies**

Policy 3356-8-03, Student residency status for tuition purposes, was discussed and approved by Council. Policy 3356-08-04, Privacy and release of student educational records, was discussed and approved by Council. Policy 3356-10-15, Integrity in research – use and care of animals, was discussed. Associate Vice President Hripko asked that the review of the policy be postponed to allow time to investigate whether YSU is compliant with state and federal laws. This policy will be deferred to the March 16, 2017, Board of Trustees meeting. Guidebook Policy 3356-10-16, Research misconduct, was discussed. Mr. Hripko asked that this policy be postponed to allow for additional research before revisions are made. This policy will be deferred to the December 14, 2016, Board of Trustees meeting.

### **Office of Research Annual Report**

Associate Vice President Hripko reported the following results for FY 2016 (vs. FY 2015):

- 181 proposals submitted (+36%, +11% over previous YSU record)
  - Requested \$29.6 million (+17%)
- 85 proposals awarded (+27%)
  - \$7.9 million (+71%)
- Reviewed 202 IRB Protocols (+5%)

Mr. Hripko also reported the following:

- Received first National Endowment for the Arts award; received first National Science Foundation CAREER award (Dr. Bonita Sharif); submitted TIGER grant; received \$4 million AFRL grant – the largest single research award in YSU history
- Updated webpages and made ADA compliant
- Updated forms on website – PDF fillable with electronic signatures
- Informed Elected Officials of proposals of faculty members, and agencies where grants were submitted
- Beginning FY 2015, all records are kept electronically in the Office of Research shared drive
- Incorporated real-time grant status tracking
- The average grant request was approximately \$144,535; the average award was \$47,711; and the success rate was approximately 46%

A discussion on strategies for 2017 followed, and Mr. Hripko stated it is important to grow the Office of Research, and he welcomes ideas from the deans.

## **Roundtable**

Dean Licata reported YSU's 2016 United Way campaign kicks off 11:30 a.m. to 1:30 p.m. Tuesday, July 26, with hot dogs and Handel's ice cream at the fountain area near Kilcawley Center. This year, YSU will participate as a pacesetter, stepping up to set the pace early in the campaign. Remarks will be given by YSU honors students and participants of the Success After Six program. The United Way ambassadors will be in attendance. Rookery Radio will provide music, and Pete and Penny will also participate in the festivities. United Way pledge cards will be distributed at the event. Last year, 130 employees participated in the drive. It is hoped a much larger number of employees will participate this year.

Dean Paul reported the kick-off event for the National Endowment of the Arts Our Town grant took place on July 19, and plans are underway to gauge the community's involvement in this project.

Dean Blair reported there was excellent media coverage for the donation of videotaped testimonies of Holocaust survivors from the Mahoning Valley by the Thomases Family Endowment of the Youngstown Area Jewish Foundation. She stated the press conference was a great event. Dean Blair also reported they are looking to replace the director of the Center for Judaic and Holocaust Studies as the current director has accepted a position at another university.

Associate Provost Ball reported the importance of department chairpersons reviewing and updating the undergraduate catalog, and he recognized it is a cumbersome process. Deans have until August 1 to approve the pages. Dr. Ball admitted it is a really tight deadline, but it won't be this tight in future years. Dr. Ball reported the good news in this process is finding mistakes that should have been corrected some time ago. Dr. Ball announced that open labs sessions were scheduled for July 20 and July 21. Dr. Ball asked that the faculty tabs in the catalog be reviewed and that all changes be sent to Marilyn Ward to process. Dr. Ball also reassured Council that items not approved by the Academic Senate will not be changed until Senate approval is received.

Ms. Ward reported that 635 part-time faculty qualifications have been approved, and there are some faculty members who are not approved. Ms. Ward stated she has not yet taken faculty out of courses who have not been approved to teach, but she will be doing so in the near future. Ms. Ward will send a list of approved faculty to the deans. Ms. Ward also commented that the Provost's office is receiving incomplete HLC packets. The packets must have the HLC form, original official transcripts, CV, and application.

Provost Abraham reminded the deans to not allow individuals to teach if they have not received HLC approval. Individuals who are not certified will not be paid.

Dean Sanders announced information sessions will take place on the new GA process. He is happy to come to your college to explain the process.

Dr. Cossentino announced there were more than 100 individuals at the Open House at Fok Hall on July 9, 2016. Dr. Cossentino also announced an area outside of Fok Hall, "Honors Way," is being created for students, faculty, staff, and alums. The space will feature a patio designed with

purchased bricks for anyone connected to honors to share his or her mark in the history of the Honors/Scholars Programs. Benches will be available for purchase to represent the five pillars of the Honors College. The kickoff is planned for September/October to begin the yearlong celebration of the 25<sup>th</sup> anniversary of honors at YSU. Dr. Cossentino also announced there are 255 honors students registered for fall semester. Of these students, 40 are living in the Courtyard Apartments, and 109 new freshmen will be living in Cafaro House. A larger portion of the population (56%) will be residential.

Associate Provost Myers announced member of the Communication University of China - Nanjing (CUCN) will be visiting the campus on July 25. YSU has a long-standing relationship with CUCN, and YSU is trying to encourage students to study there. This visit will be more low-key than the Chengdu visit earlier in July.

Dr. Sturrus announced the OH WOW! Silly Science Sunday will take place on September 18. Dr. Sturrus also announced the OH WOW! Science of Brewing event will take place on Friday, August 5.

With no further business to come before Council, the meeting was adjourned at 4:31 p.m.

*Respectfully submitted by Jodi Clowes*