

Deans Council Minutes
June 20, 2018
Leaders Conference Room

Present: Ball, Berardini, Cossentino, Howell, Hripko, King, Licata, Mosca, Myers, Pallante (for Blair) Paul, Pintar, Sanders, Steelant, Ward

Guests: President Tressel, Anne Lally, Jeanne Herman, Jayne Caputo

President Tressel asked Council to consider the roles of assessment, program improvement, and program review in creating metrics and how to bring those metrics into the strategic plan, as well as how to define and attach the metrics to HLC reporting. The President noted this task will assist Deans Howell and Licata with their projects. Further discussion will take place to get a clear understanding on this topic and how it will assist with faculty development. The President asked that input be shared with him.

Approval of Minutes from Previous Meetings

Dean Steelant made a motion to approve the minutes of the May 16, 2018, meeting. Dean Sanders seconded the motion. A vote was taken, and the minutes were approved.

Director of Research Services Update

Associate Vice President Hripko stated a search was implemented during fall/winter for a Director of Research Services and was not successful. The position is now reposted, and applicants with a research administration background are applying. The posting closes at the end of June. Associate Dean Dillon is chairing the search. Mr. Hripko hopes to have a new director in place before the end of the academic year.

FY 2018 Research Summary

Mr. Hripko distributed a handout showing the number of submissions, awards, dollars requested, and dollars awarded in grants for FY 2018 to date. Mr. Hripko stated more than \$9 million has been awarded to date, and two of these grants were for \$2 million each. Mr. Hripko said there may be more awards obtained by the Beeghly College of Education for after-school grants before the close of the fiscal year.

Grant-Funded Supplemental Pay and Process

Mr. Hripko stated the grant-funded supplemental pay form was revised because the former form did not allow faculty members to be paid until the project was completed. A revised form was distributed to Council. The form is a fill-in PDF with built-in calculations, and it will indicate if faculty members ask for too much pay. In an effort to streamline the process, the dean's signature was omitted. Payment is semi-monthly. The teaching contract salary is the nine-month base. Dean Paul asked that the dean's signature again be required, and the other deans agreed. Mr. Hripko said he will make the changes. The revised form does not require two rounds of signatures.

Mr. Hripko also distributed a flyer on the Youngstown SMART² Network. The flyer illustrates the investment that will be pursued if Youngstown is awarded the Build grant (formerly known as the Tiger grant). A collaboration exists between Eastgate Regional Council of Governments,

the city of Youngstown, EGCC, WRTA, Mercy Health, and YSU. July 19 is the deadline for applications, and the awardees will be announced two weeks before the November primaries. Awardees will be given seven years to complete the grant.

Anxiety Management Presentation

Anne Lally, Assistant Director, Student Counseling Services, gave a presentation about the benefits for college students to attend an anxiety management workshop. She stated that anxiety is the number one concern of college students seeking counseling. Students will not seek out an anxiety management workshop, but they will participate when it is presented in a classroom setting. Ms. Lally stated she would like to reach out to more classes, and she stated she is working with Dr. Becker to try to incorporate this topic into many of the FYE classes. She also stated she will be working with Housing and Greek Life to promote her workshop.

A lengthy conversation regarding the syllabi for FYE courses occurred. No changes will be made for 2018-19. Interim Provost Mosca will meet with Academic Senate Chairperson Chet Cooper to get input regarding the Senate committee that is reviewing FYE, and the Provost will report back to Council.

2020-2021 Schedule of Operations

Ms. Herman stated the 2020-21 Schedule of Operations has been vetted through the office of Financial Aid. All deadlines based on federal refunds have been incorporated. Ms. Herman also noted that beginning in 2019, the fall semester begins on Monday to allow for the fall break, as requested by Student Government and approved by the Academic Senate. Dean Licata asked if there were additional conversations about changing the scheduling options of Tuesday/Thursday and Monday/Wednesday/Friday. Ms. Herman replied that based upon the responses of a student survey, the only concern expressed was the offering of classes at the same time. If there are concerns from the deans about how classes are scheduled, new scheduling options can be vetted by Academic Standards and then reviewed through the Academic Senate. A discussion ensued. It was stated that YSU will have a new scheduling program, and Council should wait until it has one year of data before making recommendations for change. It was further stated that Ms. Ward will compare the Schedule of Operations with the *2017-2020 YSU-OEA Agreement*, and if there are changes because of the Agreement, the changes will be forwarded to both Ms. Herman and Ms. Caputo before the schedule is finalized.

Catalog and Curriculum Management System Update

Associate Provost Ball reported a common frustration for chairs occurs when they attempt to update/revise program four-year plans in the eCatalog. Since this revision is a Senate approval process, all changes to curriculum plans, learning outcomes, etc., must go through the appropriate committee of the Academic Senate. Once courses/programs are approved, the changes are made automatically through the curriculum management system instead of having Jayne Caputo make the changes manually. Full implementation of the curriculum management system should be completed by the end of summer. Dr. Ball asked if there were any concerns, and none were expressed.

Additional Locations Update

Associate Provost Ball stated that as a result of the Federal Financial Aid audit that took place in September 2017, four additional locations were formally closed due to inactivity. The four sites are Belmont Technical College, Eastern Gateway Community College in Steubenville, Stark

State College, and North Central State College. Dr. Ball stated he was unaware of any current programs at those four locations.

Transfer Equate System Update

Dr. Ball reported it takes Kim Verdone's office 4-5 days to process transfer equates once they get to her office. This is a good turnaround time. It is in YSU's best interest to admit transfer students in a timely fashion. Despite the good turnaround time in Degree Audit, the same is not true in Admissions, where it has been reported that it can take 27 days to process a transfer student's application. A discussion ensued. Concerns were expressed about a backlog of international student transfer requests.

UAchieve

Dr. Ball reported that UAchieve is live and running, but there are glitches. There are concerns expressed that the degree audits are not reliable. Dr. Ball said he would look into these concerns.

Workload Policy

Associate Provost Pintar stated she and Dr. Ball worked with Holly Jacobs to update the workload policy. They worked from the latest version Dr. Abraham had provided. A discussion ensued. There was consensus that formulas for labs and internships need to have as much consistency as possible across the university. Dean Sanders is working with the Graduate Council to come up with workload for doctoral and thesis committees. A concern was expressed regarding some departmental governance documents listing 21 hours as a full load. Dr. Pintar asked Council to review the workload policy draft and send her comments no later than 5:00 pm on Wednesday, June 27.

Ohio Campus Compact

Dr. Cossentino noted the YSU community does not know what the Ohio Campus Compact is, and therefore, the benefits of its clearinghouse for research, etc. is not being utilized. A concerted effort is needed to disseminate information. Dr. Cossentino stated she would like to formulate a committee of faculty who may volunteer or mentor other faculty to create service-learning scholars. This designation can then be placed on a student's transcript, which may set a YSU student apart from other graduates. Dr. Cossentino asked for a faculty volunteer from each college. Dr. Cossentino noted this is a university initiative.

Maag Library Search

Dean Paul stated that in light of two failed national searches for a Maag Library director, and after discussions with the president and deans, it was decided to post two internal co-director positions. The positions will be posted internally for a two-week period. It is hoped that the members of the former search committee will be available to serve on these upcoming search committees as well.

Lynda.com

Dean Licata stated she would like to see a campus-wide partnership with Lynda.com, an online education company offering video courses taught by industry experts in software, creative, and business skills. A campus-wide partnership will provide access to all YSU faculty and students. There is currently a promotion to purchase Lynda.com. The price is based upon 11,500 FTE. The following are costs and discounts based on a five-year commitment:

- Year 1, FY 19, \$32,000, 50% discount
- Year 2, FY 20, \$45,500, 40% discount
- Year 3, FY 21, \$52,500, 30% discount
- Year 4, FY 22, \$59,500, 20% discount
- Year 5, FY 23, \$70,000, 10% discount

A discussion followed. Funding exceeding the Year 1 \$32,000 cost has been committed from several sources. The Executive IT Steering Committee will meet on June 27th to discuss costs, benefits, concerns, etc.

Announcements

Interim Provost Mosca stated Dr. Sherman wishes to meet with deans the week of June 25th.

Roundtable

Ms. Ward stated there is one additional summer term, and spreadsheets will be sent to the deans to be verified. She asked the deans to pay close attention to the data they are submitting. She found \$18,000 in errors based upon the information submitted by the deans for an earlier summer session.

Dr. Pintar stated on July 20, there is a 1:00 p.m. deadline for RFPs for online education management programs.

Associate Provost Myers stated he is expecting to add academic partnerships with universities in Belgium and Germany. He is also working with Kent State University on a program in Florence, Italy.

With no further business to be brought before Council, the meeting was adjourned at 3:33 pm.

Respectfully submitted by Jodi Clowes, recorder