

**Deans Council Minutes
January 16, 2019
Leaders Conference Room**

Present: Adams, Ball, Berardini, Blair, Cossentino, Dillon, Howell, Keillor (for Licata), King, Mosca, Myers, Paul, Pintar, Sanders, Steelant, Torres, Ward

Guests: Shannon Tirone, Jackie LeViseur, Mike Hriskenko, Dennis Gadjos

Approval of Minutes from Previous Meeting

Dean Sanders made a motion to approve the minutes of the November 28, 2018, meeting. AVP Dillon seconded the motion. A vote was taken, and the minutes were approved.

Faculty and Staff Awards Banquet

Jackie LeViseur reported on the results of a survey sent to faculty and staff regarding the faculty and staff awards banquet (see attached). A total of 382 people responded to the survey, and 68.6% were in favor of a combined ceremony. Data from the previous three years of dinners was compiled. The data indicated that the attendance of employees getting awards for retirement and years of services was low. Ideas were expressed of other ways to honor these individuals, including working with the YSU retirees group to have retiring employees honored quarterly at their luncheons. A discussion ensued, and Council agreed with the concepts shared in the handout.

Overview of Decentralization of the Campus Technology Service Team

Mike Hrisenko and Dennis Gadjos reported. They explained the current tracking system being used to solve IT issues. Currently, all technicians are located in Meshel Hall. That system is being restructured into ten technicians in a network technician group. A career ladder will be incorporated to include technicians, engineers, and architects. There will be five zones with two technicians in each zone. There will be a primary and secondary role for each team. When one member is unavailable, the other member can take over. A ticket (work order) will still be needed for each request or problem. The techs will communicate with the deans, chairs, faculty, etc. to keep a pulse on what is going on in those zones. This system will redirect how the Tech Desk works. The goal is to speed up the process. Issues that need to be addressed include determining locations for the techs to have work stations in the major academic buildings; creating a transition and training plan, and incorporating IT workers as partners when possible. Dean Howell stated he does not want to lose his point of contact in BCOE, Gene Soltis. He would prefer that Gene be given permissions and training to more effectively help the faculty and staff in BCOE. This project should be completed by fall semester. Mr. Hrisenko and Mr. Gadjos stated they would like to come back to Deans Council in the fall to share updates.

Jump Start

Interim Provost Mosca stated he talked to President Tressel regarding the Jump Start program. The President said he wants Jump Start to continue in Summer 2019. Based on this request, three courses will be offered: Chemistry 1515, English 1550, and Psychology 1560. If there is large demand for the English 1550 course, another section can be added. Dean Blair stated sometimes

the Jump Start section is combined with another section. Interim Provost Mosca asked that two CRNs be designated for that Jump Start section so other students may register for it.

Study Abroad Recognition Event

Associate Provost Myers stated the International Programs Offices wishes to sponsor a higher education research and awards reception in April 2020. He would like this event to showcase research and poster presentations. He said he would like to give students and colleges a forum to showcase and talk about the university programs in which their students and faculty have been participating. He would also like to host a reception for students. He asked the deans if they would offer scholarship monies for winners of the poster presentation. A discussion ensued. Videos in addition to poster presentations were suggested. Other suggestions included setting guidelines and forming a partnership with Quest. The deans stated they usually give \$1,000 or \$1,500 to fund these types of student experiences. It was also suggested that students work at Phone-A-Thon to help refresh the funds the deans use to fund the students.

Roundtable

Interim Provost Mosca stated that all student complaints that are emailed to the President go directly to him, and he has been getting quite a few. Dr. Mosca does not want to meet with students until after the student has met with the faculty member, chair, and dean. If complaints do come his way, Jodi will be calling the deans' offices to have them set up appointments with the students.

Dr. Cossentino reported that Dr. Ken Reardon will be a Thought Series Speaker on Monday, March 25. Dr. Reardon has worked with residents of East St. Louis. Dr. Reardon is very engaging, and he has great knowledge of community-based partnerships. His background is urban studies. His keynote address will be at 3:00 p.m. The agenda will be shared with Council as soon as it is finalized.

Associate Provost Ball announced that April 1 is the last date for academic program modification proposals to be submitted to the Academic Program Committee. The policy Julie Felix proposed at the November Deans Council regarding student catalog year equaling pre-major is going forward.

Dean Paul announced the Harlem Quartet will be performing at the Ford Family Recital Hall at the DeYor Performing Arts Centre on Thursday, January 17, 2019, at 7:30 p.m., and she anticipates it will be a great concert. Dean Paul said she has tickets if anyone wishes to attend.

Director Adams stated that as a result of the Refresh program, new PCs have replaced the old ones on the first floor of Maag Library.

Director Torres stated the carpet in the Curriculum Resource Center (CRC) in Beeghly Hall has been replaced. YSU has acquired shelving from Wright State University for use in the CRC. YSU only had to pay to transport the shelving. Ms. Torres stated she received many positive comments on the upgraded space. Ms. Torres also stated there is a collaborative area in Maag Library that can be used to hold small classes. Currently, Dr. Palmer-Fernandez is holding a class in that area. Media carts and white boards are available. Ms. Ward asked if that area could be

shared with the Registrar so classes can be scheduled in there. Ms. Torres stated it is not a classroom but an open space, and if instructors' methods of instruction are conducive to that space, they are welcome to use it. It is also open for group study and collaborative space.

Dean Blair stated that at the end of Fall semester, there was an online conversation regarding changes to the orientation schedule. She asked Dr. Berardini for her feedback. Dr. Berardini stated she is still trying to figure out how to maximize the quality of student experience with their advisors at orientation and not over-burden the advisors. In January, as a pilot to summer, time will be added back into the program for academic advisors to meet with students in their colleges. Advisors can then do an overview that would prepare them for their time later in the day. The attendance numbers were so small in January that the advisors did not have enough students to complete a morning session. The plan moving forward is for rotations to be 25 minutes for all sessions, and the colleges can decide what to do in 25 minutes. If the advisors choose not to use that 25 minutes, they can extend the day for the students to register at the end of the day. Dean Blair wants to communicate to the advisors that ultimately the flexibility across the colleges will be good.

Dr. Cossentino stated the Honors College previously had a morning session. She would like to have that session back and not have the students attend at the end of the day. Honors students need to meet with representatives of the Honors College prior to meeting with academic advisors, and she suggested using 7:45 – 8:30 a.m. for this purpose. Dr. Cossentino also stated advisors needs to be educated about how to advise the honors students. It was recommended that Dr. Cossentino be invited to the monthly meeting with advisors.

Dean Howell stated the opportunity to hire an Assistant Provost for Teaching and Learning will be vetted through Senior Leadership. It is on the table for discussion and input. The deans were asked to review the position description and give input.

Dean Howell stated a survey of success was conducted for Reading and Study Skills students. The survey found those students who did not take these courses did better in some categories, and it may be better not to take course in those categories. Dean Howell asked Dr. Berardini for additional data on GPA and ACT test scores as soon as possible.

Dean Blair asked what area the Teaching and Learning Center will report to. Dean Howell reported the position is an Assistant Provost for Teaching and Learning Institute will be under the Provost's approval.

Associate Provost Myers stated there are 65 new international students for Spring 2019 semester. The students are working with the ELI, and they come from Saudi Arabia, Korea, and Vietman. We have our first student from Yemen.

Dean Sanders announced the renewals for Graduate Assistants and Teaching Assistants will come to the deans by the end of the week. Deans will be sent a spreadsheet with instructions. Dr. Sanders stated he is sending these spreadsheets to the deans only, and he will accept these back only from the deans. He noted there is a separate column for GA Interns. Deans need to sign off. This form does not ask for approval of scholarship renewals.

Dean Sanders also announced the Three Minute Thesis will be January 31 at 5:30 p.m.

Acting Dean King announced the Department of Physical Therapy is hosting two doctors from China on Friday, January 18, 2019. They will be giving a presentation from 12:00 – 1:00 p.m. that day. If you want more information on this presentation, simply send her an email. Dr. King stated she will be hosting a dinner on Friday evening. Dr. King told Council members to let her know if they want to attend the dinner.

Ms. Ward stated the deadline for lab and materials fee changes is listed on the agenda.

Adjournment

With no further business to be brought before Council, the meeting was adjourned at 2:32 p.m.

Respectfully submitted by Jodi Clowes, recorder