

**Deans Council Minutes**  
**August 16, 2017**  
**Leaders Conference Room**

Present: Abraham, Ball, Berardini, Cossentino, Howell, Hripko, Licata, Mosca, Myers, Paul, Pintar, Sanders, Steelant, Swegan, and Ward

Guests: Michael Hrishenko

**Approval of Minutes**

Dean Licata made a motion to approve the July 19, 2017, minutes. Dean Mosca seconded the motion. A vote was taken, and the minutes were approved.

**Maag Library Executive Director Search**

Dean Paul informed Council that there are four finalists coming to the YSU campus the week of September 11, 2017, to interview for the position of Executive Director of Maag Library. The finalists are from New Mexico, Michigan, and Pennsylvania. Open Forums will take place at 2:00 pm for each candidate in the Board of Trustees meeting room. The deans will have a lunch meeting with the candidates at noon. The itineraries are set. An announcement regarding the Open Forums will be sent at the beginning of September.

**Student Recruitment Strategies**

A lengthy discussion commenced on the topic of student recruitment strategies. Associate VP Swegan noted a number of positive highlights for fall 2017. The number of students in the freshman class is up from 2016. The average ACT score and GPA for the freshman class are both up from last year, and there are more than 300 freshmen in the Honors College. All university residence halls, the Courtyard Apartments, and University Edge are at capacity. The overall headcount is down a bit, but the FTE enrollment is slightly higher than last year. The conversation also covered concerns such as lack of available/qualified part-time faculty to teach because of HLC requirements, over-capacity classes, buildings in need of repair/replacement, and CCP. Dr. Berardini noted retention planning needs to be included in the conversation. YSU is registering good students, but YSU will lose these students if no one reaches out to them. Dr. Cossentino noted the Honors College needs resources, and all the deans echoed this need for their own colleges. The Provost asked for volunteers to form a work group to define the expectations for recruitment strategies for fall 2018. Volunteers include Mr. Swegan, Dean Sanders, Dean Mosca, Mr. Hripko, and Dr. Berardini.

**Roundtable, Part I**

Dean Mosca announced that Herman Boone, former head football coach of T.C. Williams High School, will be the Centofanti lecturer on Sunday, September 10, at 7:00 p.m. in Beeghly Center. Mr. Boone's story was captured in the film *Remember the Titans* with actor Denzel Washington portraying Mr. Boone. Mr. Boone's presentation will cover the topics of leadership, community building, and issues dealing with racism.

Dean Mosca announced that a session for deans and academic advisors will take place on September 27, 2017, from 8:30 – 10:00 a.m. in the James Gallery of Kilcawley Center. Coffee and

pastries will be served. In the past, a lunch meeting took place each semester with the Provost, deans, and advisors to work through issues the advisors were facing. The deans took turns paying for the luncheon. Dean Mosca stated because the setting was during lunch, it became too distracting and ran long. Eventually, the meetings were discontinued. Dean Mosca said he believes it is important to have open dialogue with the advisors, and he discussed the concept with Provost Abraham, who agreed to bring back the meetings. The BCHHS will host the session in the fall, and the WCBA will host the session in the spring. Dean Licata stated these sessions help improve communication and allow all of the advisors to be on the same page. Dr. Berardini and a representative from the Honors College were also invited to participate.

Dean Sanders announced the Graduate College Social will take place on Thursday, August 31, 2017, from 4:00 – 6:00 p.m. at the Pollock House.

Associate Provost Myers announced that 187 new international students attended the International Student Orientation on August 15, 2017. This is the largest incoming class of international students in YSU history.

Dr. Myers told the deans they are allowed to donate/transfer funds to faculty-led study abroad travel but cannot earmark the funds to individual students. The funds will be split evenly among all students. This funding method provides opportunities to expand study abroad programs. Ms. Ward stated the deadline to contribute to spring 2018 trips is September 6, 2017. There will be a deadline in February for trips that take place in the summer and fall of 2018.

### **Negotiations Update/Strike Contingency**

Provost Abraham noted there was a twelve-hour negotiation session on Monday, August 14. Deans Licata and Mosca are both part of the administration's team. The fact-finding sessions are now complete. On Friday, the teams will get together without the fact finder to agree upon language. Once that language is shared with the fact finder, she has 14 days to issue the report. YSU should get the fact finder's report the first full week of September after Labor Day. Each party has ten days to accept or reject the report, which should take place near the end of September. The union must have a vote of 50 percent plus one person to reject the fact finder's report. Voting must be by paper ballot, not electronic. The answer to the question "what happens if the faculty go on strike?" is not clear yet. Meetings will take place in the near future to put a plan in place. The Provost reminded Council the current contract is in force until a new one is signed. That fact is also true for ACE, which is also negotiating its contract.

### **New Printer Policy**

Mr. Hrishenko explained that as a result of the Governor's Task Force on Affordability and Efficiency, a review of printing on campus resulted in the Enhanced Printer Management project, which commenced July 1, 2016. At that time, there were 1,240 printers on campus, and \$220,000 had been spent annually (FY 16) for toner. Since starting the project, the number of printers has been reduced to fewer than 1,000, and the goal of reducing the cost of toner in half during the first year has been achieved. The University is considering placing centralized printers (one color, one black and white) on every floor in major buildings. This plan does not include printers in computer labs. Multi-function devices that print, copy, scan, and email are preferred to machines that only print or copy. A discussion followed. YSU has a contract with Comdoc for another two and one-half years. The ultimate goal is to lower print costs and volume while maintaining high quality printing via centralized printers installed by the end of Comdoc's contract. ITS will supply the

printers, and the colleges will purchase the toner and paper. Issues must be reported through IT Maintenance Service (TMS). There will be no chargeback for labor, but colleges will be charged if parts must be purchased. Colleges will still pay for paper. Purchasing toner centrally from TMS eliminates cost per page charges, and reduces print costs compared to existing Comdoc devices. A question was asked regarding what will happen to old printers. Mr. Hrishenko stated some old printers may be donated to non-profits. He also stated that departments who are insistent on having their own printers will have to make a compelling argument about why they should get an exception. There is no deadline for completing this project. It will be ongoing for the next couple of years.

## **Roundtable, Part II**

Dr. Cossentino stated there was a larger honors class in the spring than anticipated. She stated there are 920 honors students on campus, up from 701 students one year ago, and 400 students in 2014. Dr. Cossentino has been working with chairpersons to place statements on the syllabi to contract classes for honors. She hopes to build a catalog of approved classes. Once the classes are approved, additional approvals will not be required. By having a statement regarding honors contracts in the syllabus, the students do not have to go through hurdles to get contract hours approved. She thanked the deans for their support.

Dean Howell asked for assistance in embedding texts into tweets. If someone has that expertise, please let him know. Dean Howell also stated his college will be sending letters to parents of first-year college students about what students need to do to be successful in college.

Ms. Ward pleaded with the deans to process the paperwork for new full-time faculty hires. The New Faculty Orientation through Human Resources is Wednesday, August 16, and the Provost's New Faculty Orientation is Thursday, August 17, 2017. The new faculty are welcome to come to the Provost's orientation even if final paperwork is still being processed.

Ms. Ward stated she is holding 33 part-time contracts that have HLC issues. Part-time contracts were due August 7. Ms. Ward stated she is closing fiscal year 2017 and it appears to be healthy, and this is good news. She also stated that if the Board of Trustees approves a carry forward of college fees, the percentage reduction from 2015 will also be distributed. The September Board of Trustees agenda includes the college/lab/research incentives. If approved, it will take time to complete the project.

Associate Provost Ball stated August 16 is the last day for deans to approve the graduate pages in CourseLeaf. Once the pages are approved, it will go through a "preview mode" prior to actually going live in the fall. Dr. Ball asked the deans to check their inboxes for updates.

Ms. Ward stated she resolved all issues in the faculty tab of CourseLeaf except for seven new faculty. She asked the deans to review the information for these faculty and contact her with any questions.

## **Adjournment**

With no further business to come before Council, the meeting was adjourned at 3:20 p.m.

*Respectfully submitted by Jodi Clowes*