

**Deans Council Minutes
December 20, 2017
Leaders Conference Room**

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

Guest: Ross Morrone, Shannon Tirone, Ron Cole, Becky Rose

University Website

Associate Vice President Tirone and Mr. Morrone, from University Relations, were present to respond to concerns from Deans Council regarding the YSU website. A lengthy conversation took place. Some of the information shared had not been brought to the attention of Ms. Tirone and she noted that staff members from University Relations must be in the loop when concerns about the website occur. Suggestions from Council included updating the video on the home page to include academics; finding an avenue so the YSU website is not blocked internationally (YSU's website is blocked in China); updating content to include the four cornerstones and the mission of the University; deleting old departmental sites and pages so they do not appear in search engines; etc. Mr. Morrone said he always welcomes input from departments.

Emma (Email Marketing)

Mr. Cole stated the YMES email system that YSU is currently using for communication has too many limitations. The Marketing and Communications Office reviewed many other systems, looking for a system that would, among other features, have more functionality and allow more consistency in college and department newsletters, among other features. Marketing and Communications chose the Emma system, and Mr. Cole explained some of its many features. Mr. Cole and Ms. Rose distributed the following handouts: (1) Features of Emma, (2) information on the recent Holiday 2017 communication from the President, and (3) a User Permission form for the deans to complete. Mr. Cole and Ms. Rose described the different permission levels entail. A discussion followed. Emma will be implemented at the end of January/beginning of February, and training will be made available for all users. The Provost's office is paying \$3,500 per year for the Academic Affairs Division's share.

Faculty Recruitment Allocations

Ms. Ward reminded Council that chairs of search committees must first share with the Provost the finalists whom they wish to bring to campus. After Dr. Abraham approves, the Provost's office will pay for three individuals to come to campus, up to \$1,000 per person. The funds will be reimbursed after the interviews take place. Therefore, the department pays first, and then the Provost's office will reimburse the expended funds. This procedure applies to FY 19 faculty searches.

Academic collaboration with northeast Ohio universities

Provost Abraham stated that Ohio Revised Code requires regional compacts of Ohio's public universities and colleges to be in place by the end of June 2018. This requirement includes four-year universities and community colleges. There are nine areas that need to be addressed, as per information from the Ohio Department of Higher Education. A regional compact meeting took

place with the presidents, provosts, and chief financial officers of YSU, Kent, Akron, and Cleveland State to start a conversation. The Provost wishes to focus on academic collaborations, and he asked the deans to have conversations with departments chairs and program coordinators to prompt thinking about how to be more collaborative. YSU will need to report regularly about its efficiency efforts. Programs already in place should be reported on the initial report, which is due the end of June. Dr. Abraham stated he will share the email he received regarding this initiative.

Digital Measures

Associate Provost Ball stated that Hillary Fuhrman worked with a representative at Digital Measures to obtain an updated quote for its product. This quote covers the Activity Insight & Workflow Module, and YSU must commit by February to get the quoted price. A discussion followed. It was emphasized that information must be uploaded correctly so the product is used to its full benefit. It was suggested that a full-time staff member be in charge of this program. The Provost asked the deans to get feedback from their colleges so a justification can be made at the Budget Advisory Council meeting to use rollover funds to pay for the three-to-five-year implementation. It was stated Digital Measures should also be discussed at the next Academic Senate meeting. After the Senate update, the OEA should be involved. Faculty buy-in will be important to make sure the system is used productively.

International Pathways Program

Associate Provost Myers shared the following information. Beginning August, 2018, YSU's international admission criteria requirement is 6.0 IELTS English proficiency for unconditional undergraduate admission. This change will place YSU on par with the University of Toledo, the University of Akron, and Cleveland State. Students with a 5.5 IELTS will be able to be admitted on a Pathway Program that enables them to take English Language Institute courses while pursuing a part-time academic course load. At the end of the program, students will be placed into the YSU program. The ELI program was formerly grouped over ten levels. This grouping has been changed to a five-level program. The assessment going forward is portfolio-based assessment. A copy of the information was distributed, and the changes were discussed. Minor adjustments were made to STEM and non-STEM, with the addition of GER/SPA courses. Program costs are also broken out. Ms. Torres reminded Council that international students need to learn the American system. Plagiarism is more acceptable in international students' home countries. International students need to get the help to learn this is not acceptable at YSU. A motion was made by Dean Steelant to accept the Pathway Program. The motion was seconded by Dean Paul. A vote was taken, and the program was approved. The program must be submitted to Homeland Security. It was noted information about the program should be shared with the Academic Senate, and the topic will be placed on the March Academic and Student Affairs agenda of the Board of Trustees.

Roundtable

Dr. Pintar stated the Penguin Tuition Promise does not include lab and materials fees.

Dean Sanders distributed a handout regarding the calculation of applicant GPA for admission decisions into the College of Graduate Studies. He stated the GPA of the degree-granting institution is the GPA the College will be using to accept students into the graduate program.

Students who have transferred courses from a different institution into the one they graduated from may request a recalculation of GPA. This process is also being done at Bowling Green State University and Ohio University.

Associate Provost Ball asked the deans if the chairs are sufficiently aware of the new transfer equate policy. Chairs will get five days to approve/disapprove an equate. If it is not acted on, it goes to the deans for five days. If an equate is still not acted on, it goes to the Provost's office. The deans indicated the chairs are aware of the new policy.

Ms. Torres asked if there were any updates on the ACE contract. No updates were known.

With no further business to come before Council, the meeting was adjourned at 3:39 p.m.

Respectfully submitted by Jodi Clowes