

Deans Council Minutes
July 25, 2018
Leaders Conference Room

Present: Ball, Berardini, Blair, Cossentino, DiPillo (for Howell), King, Licata, Moring (for Paul) Mosca, Sanders, Steelant, Torres, Ward

Guests: Kimberlee Avery, Alison Kaufman, Scott Knudson, Dr. Joseph Palardy, Kim Verdone

ODHE Transfer Best Practices Grant

Ms. Verdone shared with Council the results of YSU's ODHE mini-grant on Best Practices for Transfer Students. A survey was written and sent to all transfer students. With the help of Alison Kaufman, data were compiled and a report was written based upon the results of the survey. There are four important themes to the report: The Importance of Personal Connections, Frustration with Transfer Credit Evaluation, Reduce the "Run Around," and Inconsistent Advising Experiences. Actions steps have been taken to correct some of the issues indicated as concerns.

Ms. Avery reported that the backlog of transfer evaluations has been addressed, but she explained that the process of posting credits continues to be a challenge because it is done manually. There is only one full-time staff member who is responsible for completing this task, but the data entry is in addition to her other job responsibilities. On occasion, other application processors help with this task.

YSU will be accepting approximately 550 transfer students for fall 2018 semester. Transfer students with less than a 2.0 GPA have to wait to register for classes until YSU receives the student's official transcript. Many students with low GPAs are not accepted and are encouraged to attend classes at EGCC. Associate Dean Moring asked if the deans could be consulted on transfer students being allowed to register for classes within their colleges. Current students cannot transfer programs within CCCAC unless they have at least a 2.0 GPA. He noted that three new transfer students with less than 2.0 GPAs came in recently to register for classes. Ms. Avery stated that the WCBA is currently the only college with an Academic Senate-approved policy on the admission of transfer students. If other colleges wish to create a policy, the deans should meet with Gary Swegan and Sue Davis.

Update on the General Education Audit

Ms. Verdone stated three colleges cleared the general education model at 100 percent for spring 2018, and the other three colleges were not far behind. Ms. Verdone also stated chairs and faculty advisors are still making judgment calls in disciplines outside of their academic areas. Evaluation of course substitutions should be made within the discipline by the chair of the academic department.

Dr. Palardy stated he gets 100-200 requests a year for general education substitutions and/or transfer course exceptions. When an exception is approved, the information is sent to Kim Verdone, who enters the information into the degree audit system to keep a history. The approval is communicated via email.

Dr. Palardy noted he has a process for most substitutions, and he is creating an electronic form to keep track of workflow. He asked Council who should be requesting substitutions within the colleges. He needs this information to create permissions. It was determined that deans, associate deans, chairs, and advisors will be allowed to request permission for a general education substitution. All general

education substitutions must be approved by Dr. Palardy. Dr. Palardy stated he can create a report on a regular basis if deans are interested.

Streamlining Graduate Admission and Assistantship Processes

Dean Sanders indicated he wished to streamline the process to accept graduate students and hire graduate assistants. He noted that some universities offer a “streamlined” admission process as part of their advertising. Dean Sanders proposed the following options:

- Highly-qualified applicants be directly approved for admission to the College of Graduate Studies without the need to be reviewed by the program or academic college. The discussion leaned toward applicants being reviewed by the academic programs.
- Reconsideration of some graduate admission criteria was discussed. Dean Sanders distributed a handout summarizing the requirements for all graduate programs. He asked the deans if the GRE is truly necessary and if letters of references are also needed. Discussion indicated some of the programs would not need letters of recommendations, but still need letters of intent. Discussion ensued and Deans were requested to discuss concerns with Dr. Sanders.
- Do the deans still want to approve each admission? Some of the deans indicated this approval was no longer necessary. Dean Sanders requested Deans who wish not to approve each applicant verify this with an email to him.
- Bypassing department chairpersons on GAI appointments. This item concerns students who will be graduate assistants in departments other than the department they are completing their program. Dr. Sanders asked if it was necessary for the home departments to view applications.

Dean Sanders stated questions and concerns regarding any of the above be directed to him.

Approval of Minutes from Previous Meetings

Dean Sanders made a motion to approve the minutes of the June 20, 2018, meeting. Ms. Torres seconded the motion. A vote was taken, and the minutes were approved.

Burning Glass Program

Dean Sanders stated he has reviewed the information from Burning Glass regarding its technology, and he is impressed with the product. Burning Glass searches job postings on a consistent basis and looks for necessary skills. From this research, it can be ascertained if college programs are up to date with the needs of the market. Adding the skills and certifications to its programs will make YSU students more competitive and employable. The cost for three access licenses is \$20,000 per year. Dean Sanders said he would purchase the program if his budget had the funds. A discussion followed. It was agreed to call a special chairs meeting to determine the interest of purchasing this program and to have Burning Glass consultants share a video demonstration. It is important to find out if this product aligns with YSU’s Strategic Plan, if it works with Starfish, if there is unlimited usage for the three licenses, and if the chairpersons feel the product would be beneficial. A special chairs meeting will be called prior to the next Deans Council meeting.

Competency Based Education

Acting Dean King gave an overview of competency-based education (CBE). Under CBE, students receive credit not based upon how much time they spend studying a subject, but based on the competency they can demonstrate. Therefore, some students may master a course in five weeks, and other students may take much longer. Western Governors University has partnered with Ohio community colleges to offer completion programs. Currently, the Ohio Department of Higher Education would like CBE models developed for all Ohio colleges and universities, but it is not mandated. There will be a meeting in September to share the progress of CBE at all colleges and

universities in Ohio. Dr. King stated that Sinclair College has taken the lead on CBE in Ohio. If necessary, she will be happy to ask reps from Sinclair to come to YSU to share their experiences and challenges. A discussion followed. Dr. King said she will keep Deans Council informed on updates regarding CBE at the state level.

Roundtable

Interim Provost Mosca stated an all-faculty meeting will be held on Monday, August 20, at 1:00 p.m. in the Ford Theater of Bliss Hall. The deans will be asked to introduce their new faculty members and provide a brief update on their college.

Dr. Cossentino stated there will be more than 300 new Honors College students. This number is a little bit less than last year, but the overall number of honors students is more than ever before. Dr. Cossentino said a future conversation about how to increase the number of honors courses is necessary.

Dr. Cossentino stated the United Way campaign kick-off was today, and she thanked all who were in attendance at the event.

Dean Blair shared her concerns about Experience Y. CLASS and two other colleges were scheduled and participated in Experience Y on Monday. Afterward, Dr. Blair learned that students who were not available on Monday were advised to come on Friday, the day scheduled for three other colleges to participate in Experience Y. She stated this scheduling creates difficulty in getting faculty members' participation on short notice. There were sentiments expressed that students should only be allowed to visit the colleges on the days scheduled. Dean Licata expressed a concern that the online calendar for student visits is no longer working. It was requested that Mr. Swegan be invited to Deans Council to discuss these types of issues.

Associate Provost Ball stated deans should now have received from their chairpersons hundreds of updated pages for the eCatalog. Dr. Ball reminded the deans they cannot edit curriculum sheets and four-year plan pages. If there is something the deans find troubling and wish to bring up with the chairs in the fall, please remember that changes must be forwarded through the appropriate Academic Senate committees.

Ms. Ward stated if errors are found in the faculty section of the eCatalog, the deans should let her know.

Dean Licata thanked Council for its support of Lynda.com. Because more funds were promised than needed, the contributions will be reduced. There is a steering committee for this project consisting of Marianne Cohol, Rosalyn Donaldson, Cary Wecht, Anna Torres, Dean Licata, and Millie Rodriguez. The license for Lynda.com begins on August 1.

Ms. Ward asked who is completing the purchase requisition for Lynda.com. Dean Licata stated that she believed IT is taking care of the paperwork.

Acting Dean King announced that the Bitonte College of Health and Human Services is celebrating 25 years as a college, and a few events will be planned this academic year. There will be an alumni banquet, and the college will be inviting Mrs. Yemma to attend. Dr. King also announced the doctoral degree in Health Sciences is moving forward.

Roundtable (continued)

Associate Provost Berardini stated she has been analyzing courses that have high DFW rates, and she is reviewing the type of student support available for those classes. She noted that CSP and MAC may need to adjust its tutors to help classes in greater need of assistance than courses they are currently supporting. She stated the Starfish outreach to students who have been flagged needs to be addressed. Dr. Berardini emphasized that support cannot be given to students unless staff members are aware that they are in trouble. Faculty members need to initiate alerts in Starfish. A conversation needs to take place with chairs to let them know which classes may be high risk. Dr. Berardini asked Council's advice on how to address feedback from faculty members. She shared the example of a class with 35% DFW rate that had only two students reach out for help. There were no contacts and no alerts. This pattern is happening in the lower-level classes. There are too few flags coming from classes with high DFW rates. There is also low participation in tutoring services for classes with high DFW rates. She asked Council for suggestions on how this pattern can be prevented, and also asked to make Starfish an agenda item in both the new faculty orientation and the new part-time faculty orientation.

Ms. Torres announced that Colleen Duchon is the new Health & Human Services librarian at Maag Library. She began her employment on July 16 and is eager to help. Ms. Duchon has BlackBoard experience, which is a plus.

Ms. Torres also announced small renovations have been taking place in Maag Library to increase study areas. Many of those renovations are happening on the sixth floor. The media center is now on the third floor. The library is receiving positive comments on the renovations. New furniture is being purchased for the sixth floor to replace all of the old chairs, but delivery will not happen until after the start of the fall semester.

Associate Dean Moring announced that The Dana School of Music is celebrating its 150th year, and many events will be held to celebrate the occasion. The Pipino Performing Arts Series has been transformed. Event quality for this series will be at a national level, and most performances will occur in the DeYor Performing Arts Centre. Mr. Moring noted the college has over 400 events per year. Mr. Moring also stated renovations have been made to the advising suite, creating a more professional advisement center for students. In closing, Mr. Moring announced CCCAC has hired a new admissions and recruitment coordinator, Danielle Lorenzi.

Associate Dean DiPillo announced the Beeghly College of Education is using statistical analyses to identify factors that are predictive of student success in teacher licensure programs. The challenge of determining when and how to guide students to other majors/programs is under discussion.

Dean Sanders announced the Ph.D. program in Health Sciences has been approved by Graduate Council and will be reviewed at the state level. Dean Sanders also announced the College of Graduate Studies will be celebrating its 50th anniversary, and a dinner will be held on August 25th in the Williamson College of Business Administration. Invitations will be sent via email.

Ms. Ward announced a Deans Only meeting will be held in the near future to discuss the Computer Refresh program. She also reminded Council that mistakes are being made in PeopleAdmin, and it may be because moving items along for faculty positions is different than the process for classified staff and/or professional/administrative staff. She would like a dean to volunteer to show his or her approval screen so she can see if there are differences from the screen she sees.

Ms. Ward stated she is assisting Dr. Pintar in the workload audit. They are aligning courses with HEI classification so the codes will be used correctly in formulas. She is hopeful the project will be completed by the end of the summer.

Adjournment

With no further business to be brought before Council, Ms. Torres moved to adjourn the meeting. The motion was seconded by Dr. DiPillo, and the meeting was adjourned at 3:26 pm.

Respectfully submitted by Jodi Clowes, recorder