

**Deans Council Minutes**  
**August 15, 2018**  
**Leaders Conference Room**

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

Guests: Heather Chunn, Paul McFadden, James Yukech

**Medallions/Campaign Update**

Mr. McFadden displayed the medallions created for endowed chairs and endowed professorships. He stated the purpose of these medallions is for the faculty members in the endowed positions to wear at commencement and other academic ceremonies. Ms. Chunn explained once the campaign funds are received, they are invested according to the YSU Foundation Board's spend policy. The YSU Foundation uses a four percent rolling average, and the funds are transferred to the department budget lines starting July 1. Funds are transferred on a quarterly basis. An endowed chair gift of \$1.5 million generates approximately \$60,000 annually, and the endowed professorship gift of \$500,000 generates approximately \$20,000 annually. Most of the individuals who are assigned/hired into these professorships are for a three-year term.

It was decided the medallions would be delivered to the deans' offices, allowing the deans to decide where to display the medallions. The new medallions will be returned to the YSU Foundation and will be presented at the ceremonies announcing the endowed professorships/chairs.

**Computer Refresh Program**

Associate Vice President Yukech distributed spreadsheets to the deans regarding the inventory of PCs within their colleges. There were a couple of items that were on the wrong lists, and those errors will be corrected. Mr. Yukech stated the intent for the Computer Refresh program is to purchase PCs/laptops for faculty and staff on a five-year rotation basis. Because of the number of old machines still being used, it may take several years to be able to catch up with all PCs used by faculty/staff on campus. As Mac machines are costlier than PCs, Macs will be refreshed on a six-year basis. Deans were asked to prioritize the items on the spreadsheets and to return the spreadsheets to Mr. Yukech. It was stated that in the future, faculty will be allotted either a PC or laptop. Discussion about mediated classrooms took place, including the cost of devices and options available for teaching purposes. Concerns regarding part-time faculty using mediated classrooms were raised. Other concerns included faculty/staff using personal PCs for the mediated classrooms when a laptop is not available from their department/dean's office. A pilot program will commence fall semester within the Department of Mathematics & Statistics. Mr. Yukech said he will return to Deans Council to report on the results of the pilot program near the end of the semester.

Dean Licata asked when Lynda.com would be available across campus, and Mr. Yukech stated it can be used immediately. He noted that Millie Rodriguez is managing the communication on Lynda.com, and an email announcement will be sent in the near future.

### **Approval of Minutes from Previous Meetings**

Dean Sanders made a motion to approve the minutes of the July 25, 2018, meeting. Dean Blair seconded the motion. A vote was taken, and the minutes were approved.

### **Roundtable**

Dean Steelant announced the STEM College received a \$10,000 cabinet/display case of the Table of Elements, including the elements that can be placed in the cabinet. STEM also received a \$1 million donation for Actuary Sciences and a \$275,000 donation for Engineering Technology.

Associate Provost Pintar announced the deadline for chairs to turn in administrative and/or teaching evaluations is August 15. A copy of these documents should be kept in the deans' areas and the original should be forwarded to Human Resources. Interim Provost Mosca does not wish to review these documents.

Ms. Ward announced that she will be uploading the new faculty data into CourseLeaf. She also announced that 13 new faculty members have been processed in the last ten working days.

Ms. Torres announced the Library Welcome Week festivities will take place on Wednesday and Thursday, August 22 and 23, from 10:00 a.m. – 2:00 p.m. New chairs for the library have been purchased and will be delivered on August 16 and 17. New tables have been ordered and will arrive in October.

Dean Licata announced that Jeanne Mosure, Senior Executive with Disney Publishing, is the inaugural executive in residence in WCBA for the 2019 academic year. She will be working 5-8 hours per week on campus and will be making general presentations throughout her tenure.

### **Adjournment**

With no further business to be brought before Council, Dean Steelant moved to adjourn the meeting. The motion was seconded by Dean Paul, and the meeting was adjourned at 2:09 pm.

*Respectfully submitted by Jodi Clowes, recorder*