

# DEANS' COUNCIL MINUTES

**Wednesday, November 1, 2006**  
**9:00 a.m. - 11:00 a.m.**  
**Provost's Conference Room**

Attending: Bowers, Edwards, Ginnetti, Herbert, Kasvinsky, Kestner, Kobulnicky, Licata, Neal McNally, Riley, Ritchey, Ward, Dr. Whitmore (KSU), Yemma

## 1. Announcements

(Ginnetti) Dr. Ginnetti introduced the guest, Associate Professor Whitmore of Kent State University, Graduate Coordinator of the School of Journalism and Mass Communications, who attended to observe a Deans' Council meeting. She is a member of the Ohio Academic Leadership Academy (OALA), created by the Ohio Inter-University Council to provide leadership development opportunities for faculty and administrators seeking entry-level academic administrative positions.

(Licata) Dr. Licata, communications team leader for Banner, asked the deans to invite their academic advisors to the first 15 minutes of the Department Chairpersons' Meeting on November 14, 2006, for an update on the Banner student module. Jeanne Herman, Associate Registrar, will identify the key issues affecting Academic Affairs.

Because of the potential problems with this new Banner module, and because there will be no modifications to this module before we go live, we all need to be very attentive to the change. Dr. Herbert felt this matter deserved to be discussed at a special meeting with chairs. Marilyn Ward said that the course catalog numbers have been converted into Banner and it will be complicated and messy, although not impossible, to make any curriculum changes after someone registers, so it is in our best interest to get any curriculum changes approved and entered into the system ASAP. If it is certain that a title change will be passed or that the number of hours or prerequisites for a particular course will change, then the changes should be put in by February 15. Dr. Herbert said we need to establish a couple of deadlines during the year to effect the curriculum changes--two target dates for the onset of Fall registration and Spring registration. Kobulnicky stressed that department processes, practices, and procedures for advising, registration, and analysis of course levels will all change; the change to the student module of Banner will not be seamless.

## 2. SSI – Neal McNally

Neal McNally, Budget Director, passed out several handouts (available at <http://www.regents.state.oh.us/hefc/taxonomy/word%20and%20excel/report%20attachments.xls> and

<http://www.regents.state.oh.us/hefc/taxonomy/HEFSC%20presentation%20Feb%2006%20%282%29.ppt#264,8,Fiscal%20Stability>) regarding the current and proposed State Share of Instruction (SSI) formula. The graph shows how the recurrent models in the formula line up. We've seen a lot of overlapping based on statewide averages. Over the years, there has been a lot of talk about correcting this, but the funding was so bleak that the legislature didn't want to pursue changing the formula because it would be too disruptive. Finally, there was a decision to create a better, more effective formula by aligning costs with the model. The new model proposes 26 components as opposed to 16. This is an improvement that is more descriptive. Neal thinks the proposed formula accomplishes the three intended goals: that models will have similar costs and characteristics, be predictable and easier to manage, and be easier to understand and communicate. The process has been very collaborative and broad. We are trying to make sure that it is an enrollment-driven, cost-based formula. The legislators may have a lengthy review, and then the proposed formula will go to the governor. In the new model, all models are funded at 31%, and weighting comes into play with the more expensive programs, such as STEM and graduate programs. The State says it wants more STEMs, but Deans' Council concluded that the state is saying to take students with greater costs per FTE while, in theory, the state is not funding those costs. An increase in enrollment is the key to larger subsidies. The state, however, is providing and trying to increase funding outside of the SSI for STEMs.

Dr. Licata announced that IUP is going to offer an MBA at Butler Community College and felt that we need to hustle to enter this market. Dr. Herbert reported that Akron was selectively recruiting students at the in-state rate. It was agreed that we need to get a little entrepreneurial and get into the market quickly. Dr. Herbert would like to commence some modeling of various scenarios to grow the Graduate School and come up with a concrete proposal. Advertising alone did not do it.

### 3. P/T Funds - Spring – Marilyn Ward

Marilyn Ward passed out budget and expense information she compiled on each college's allocation. The allocations include adjustments based on such factors as part-time faculty, faculty on sick leave or disability, or faculty resignation. Some have used the part-time funds to pay their full-time faculty on an overload basis. The information provided is intended to give a comparison of what has been spent in the Fall, compared to the colleges' annual budget. Also included is last year's average Fall to Spring ratio by college. The same ratio configuration is the projected estimate of what will be available to spend this Spring. Dr. Herbert asked the deans to send us a request regarding any circumstances requiring consideration; we do not want to penalize anyone for conserving the budget and paying attention to cost. The deans need to make sure the chairs recognize the constraints for the Spring.

A large number of faculty positions are being readied for posting. The announcements will include the statement that applications received by January 15 will receive full consideration, because if departments don't make final selections until June, we've lost many candidates by then. We can approve candidates in April for the Fall; we ask that the departments that are recruiting act in a timely fashion to get the very best candidate.

#### 4. Course Fee Adjustment: FY 08

Marilyn Ward drafted a form for requesting FY08 course fee changes, and asked for input. The form will be available on the Provost's website after the Chairpersons' Meeting. She'll send an email to chairs alerting them of the new form and will attach a spreadsheet of every course and its corresponding course fee. Each department should pull its respective department information from this file. The timeline is being driven by implementation of the Banner module. The forms will be due to the Dean by January 15 and be sent to the Provost by January 31, 2006.

#### 5. College Review/Planning (PG)

Dr. Ginnetti inquired about the format for the reports of the colleges in the program review and planning process. He would like to get clarification and agree on a similar format to follow. He wants to make sure colleges are on the right track and providing what is needed. Dr. Herbert asked the others to bring their grids to the next meeting for further discussion. Ginnetti asked how the college plans should relate to the University's Centennial Strategic Plan. Bege Bowers noted that the ten critical issues in the Centennial Strategic Plan are in place until sometime in 2008. If colleges want to align their plans with the University's plan, they should look at the broad issue statements in the plan rather than its particular goals. Our plans need to be more specific than the strategic plan (which was deliberately broad, so that units could design their own goals). Dr. Herbert thought it would be useful to put the topic on the agenda at the next chairpersons' meeting, also, for those departments that are struggling.

#### 6. Retention Efforts

For the next Board of Trustees agenda, Dr. Herbert asked each of the deans to send him by November 8, 2006, a list of the top three things that their college or departments are doing to address the challenge of retention. We're all involved in a lot of retention activities, and we want to make sure Academic Affairs gets recognized for its share of retention efforts; retention is not only Student Affairs' responsibility. We need to remember that the primary point of contact between the student and the institution is the student-faculty relationship.

#### 7. New Business

Nate Ritchey passed out a one-page Q&A on the college restructuring issue (see attached file). There has been a series of meetings with the College of Engineering and Technology and the Arts and Sciences staff. Generally, there has been a positive response, mixed with expressions of fear and anxiety. It has been very nice working with the OEA leadership on this issue; they've been a good partner in this initiative. Bob Beebe will chair the STEM transition committee. One member will be elected from each department. In addition, there will be four at-large representatives. Bob Hogue will represent the OEA and also serve as a Senate liaison. Finally, Deans Kasvinsky and Khawaja will also serve on the committee.

The tentative name of the 'arts' side of Arts and Sciences is College of Liberal Arts and Social Sciences (CLASS). Dr. Khawaja will put together some structure for a transition committee for the nine departments. We think we've exercised due diligence, we want to get it right, and we believe the restructuring will be a good thing. As noted in the *YSU Guidebook*, the B.O.T. will need to approve the final reorganization, but trustees have already been briefed on this initiative. Dr. Bowers looked at the Senate documents and could find no mention of college reorganization. Dr Herbert asked everyone to correct any rumors that they hear--no one is losing a job, no departments are being disbanded or merged, no degrees are being eliminated, etc.

## 8. Adjourn

*Minutes recorded by Debbie Withrow*