

DEANS COUNCIL MINUTES

Wednesday, June 28, 2007

1:00 p.m. – 1:30 p.m.

Provost Conference Room

Attending: Bowers, Kohut, Edwards, Ginnetti, Herbert, Kasvinsky, Khawaja, Kobulnicky, Yemma

No formal agenda was distributed. The list of topics follows.

1. Program Assessment

Dr. Herbert passed out a Program Assessment status report (attached) compiled by Sharon Stringer, Director of Assessment. The matrix indicated the status of departments' assessment reports and activities. Deans with departments or programs missing reports or requiring revisions were asked to speak to chairs or responsible persons about the importance of completing their report. We need a complete set of assessment reports when we do the Higher Learning Commission compilation.

2. Tuition Refund Policy

Dr. Herbert also passed out copies of a proposal to change the tuition refund policy effective Summer 2008 (see the attachments). It has been proposed to simplify the refund process by extending the date to which students can receive a 100% refund. The primary incentive is to save an estimated \$250,000, but the matter is also Banner related--Banner doesn't easily allow graduated refunds and would require a modification of software. Finance and Facilities wants to take the proposal to the Board of Trustees for approval on Friday, 6-29-07. Dr. Herbert asked if it should go to the Senate for endorsement. A short discussion followed. The policy apparently was used in the past with no problems noted, while YSU was on the quarter system. Dr. Herbert asked if the deans had any objections, and none were expressed. Dr. Herbert asked the deans to share this information with their advisors and let him know within 24 hours if they saw any problems. If none exist, he'll withdraw his hesitation.

3. Academic Affairs and Student Affairs Committee Meeting

There will be a Board of Trustees meeting on Friday, June 29, 2007, at 3:00 p.m. There will be a short Academic and Student Affairs Committee Meeting at 1:00 p.m. to pass two resolutions: to approve the Academic Affairs Strategic Plan, and to continue the study of the Community College issue for an additional 6 months.

4. Other Business

Shortly, Dr. Bowers will be asking the deans to submit reports on whether/how well they achieved the goals in the past year's Institutional Plan.

Dr. Herbert asked about the status of the deans' one-page reports due to him for the report that Dr. Sweet must submit to the NEOC on Friday, June 29.

The deans agreed to invite Gene Grilli to a Deans Council meeting.

In event of an emergency, Dr. Bege Bowers will be acting for the Division in the vacation absence of Dr. Herbert in July.

Dr. Herbert expressed his personal appreciation and the University's for Dr. Khawaja's service as Interim Dean of the College of Arts and Sciences. He also thanked Dr. Peter Kasvinsky for his term as Interim Dean of the College of Engineering and Technology.

The next Deans Council Meeting will convene with the two new deans of CLASS and STEM in attendance, and Dr. Herbert included a welcome to Dr. Abraham and Dr. Furnish on July 2, 2007.

9. Adjourn

Minutes recorded by Debbie Withrow