

## DEANS COUNCIL MINUTES

**Tuesday, December 16, 2008**

**1:00 – 3:00 p.m.**

**President's Conference Room**

Members Present: Abraham, Bowers, Elias, Furnish, Funk, Ginnett, Kasvinsky, Khawaja, Kobulnicky, Singler, Ward

### 1. Announcements

(Abraham) A group of high school chemistry teachers is visiting with the Chemistry Department today. Dr. Khawaja reminded the deans to keep the Events Management staff in the loop when events are scheduled independently by any of the areas—make that a part of the office expectation. One keeper of information about campus activity is a good idea, and the Events Management office also can provide assistance.

(Licata) Nine students and two faculty are headed to the Midwest Bank Association in Chicago. Ten students and three faculty members are in Turkey on an international business study tour now. A trip to India was cancelled. There is a press conference at 1:30 p.m. today to announce the Kresge Foundation grant. The Kresge Foundation is providing a 1:2 match for YSU's WCBA building project.

(Singler) The 2009 sesquicentennial of the Darwin Theory will be celebrated this year. A speaker will be coming in to talk about the physical evolution of humanism. Watch for announcements.

(Elias) The HLC selected YSU's self-study as a resourceful example. The YSU HLC team coordinators (Bowers, Elias, and Stringer) will speak on the topic of conducting a self-study in turbulent and changing times at the Higher Learning Commission 2009 Annual Meeting in Chicago, in April 2009.

(Kobulnicky) Maag Library has just finished digitizing the *Jambar*. It is online and fully searchable. Maag Library is willing to digitize the Academic Senate documents if funds are available.

(Khawaja) The Provost's Office will collect plans of how offices in the Division of Academic Affairs will be maintained over the holiday reduced-operations dates. Please send your plans electronically or otherwise to the Provost's Office.

### 2. College Fees

Dr. Khawaja passed out a list of points he abstracted from some of the deans' input on college fees. A discussion and refinement of the list ensued [see the attachment, which is the finalized list of college fee information]. Dr. Khawaja asked the deans to communicate to him additional thoughts on these college fees by the end of the week to try to put closure on the college fee proposal.

Deans Council discussed the expected 2<sup>nd</sup> round of upcoming budget cut issues. Dr. Khawaja was assured at today's meeting with 11 IUC Presidents and the Chancellor that working papers were forwarded to the legislators to protect the SSI funding, so that impact on the YSU budget should be somewhat buffered. Dr. Khawaja told the deans to stay tuned and be frugal and prepared. Dr. Khawaja said that whatever the deans can do to look at the summer budget and minimize expenses will serve us well. The following comments were offered by Council:

- Subsidy is no longer based on a 14-day formula. It is based in part on course completion, and we need to look more carefully at freshmen and registration.
- The percentage of students who do not complete courses (who drop or fail) is 30 to 40%.
- Some freshmen can't get the developmental courses they need--classes are closed, the students are scheduled in other classes that don't count toward their degree, and then they often fail.
- A political and cultural change has to take place.
- The cost comparisons of public versus private schools, and the fact that the private schools are experiencing losses in endowments (so their tuitions will be even higher), could make YSU look more attractive. However, if this institution maintains the attitude that it is open to anybody, students looking at private schools will not come here. YSU must have higher admission standards.
- The community college will be able to take care of other academically poor students' needs. We have to bring in students who can succeed.
- We have to adhere to conditional admissions policies already in place, and do not let in last-minute students.
- We suspend students and they are back in classes the next semester.
- The community college will not be here, in a real sense, for a long time. Who in the valley would we be betraying, but the valley and ourselves, if we don't support helping students that need help?
- Perhaps we can offer a summer program intended to get students ready to take their intended major.
- It seems like an enrollment management group should be working on these problems.
- It is a Senate function to change our internal student warning, probation, and suspension process.
- We have no local control over Title IV financial aid, because it is not fully based on successful completion.
- People need to be incentivized around degrees awarded and retention.
- Probably a large percentage of students wouldn't come to a summer program. Create instead a similar kind of experience each semester. Students could attend a remedial course or courses before they are permitted to attend the next semester.
- It was helpful in the past when data reports were provided on grade distributions in colleges and pass rates.

At this point, Dr. Khawaja asked Tom Maraffa to join Council related to enrollment. Dr. Maraffa was asked how to align ourselves due to the course-completion model. Maraffa stated that nothing indicates the concepts behind the basis of the model have changed, and we're projecting 90 to 95 percent of our current year's state subsidy next year. [This projection changed in Spring 2009; the latest projection is 99.55 percent of last year or a .45 percent decline.] Dr. Maraffa thought the development of approved college courses in high school would have as much of an impact on student success as anything else. Dr. Maraffa offered to provide any needed data to Council. Check the IR website; and if the data is not on the website, call Dr. Maraffa.

Dr. Khawaja is going to urge Cyndy Anderson take the lead on the enrollment management group because policy and practice issues must be addressed. [An Ad Hoc Task Force on Student Success and related issues has been jointly established through the agreement of the Student Affairs and Academic Standards Committees of the Academic Senate.]

### 3. Course Fees for 2010

The Provost's Office will post the 2010 form for changes/modifications to course fees on the website. The forms must be printed out (no electronic copies), signed, and sent to the Provost's Office by January 30, 2009. The range and dollar amounts remain the same, but the individual course fees can be changed

up or down. The two colleges contemplating adding college fees will be examining all of their course fees and adjusting where necessary. Marilyn Ward will send out a list to the colleges of the current courses with respective course fees. If anyone needs advances for spring, let Marilyn know. The distributions won't be done until mid February. She would much rather advance money than fix expenses later.

#### 4. Old/New Business

Marsha Cozzo will be in the Provost's Office most of the time during the holiday reduced operations dates. Dr. Bowers will be gone on the Dec. 23 and 24. Dr. Khawaja will return from vacation on January 26, 2009. He will have access to e-mail while he is away.

Martin Abraham raised an issue regarding the submission of final grades. Laboratories with no grades must have "no grade" entered into *Banner* for every student. Faculty left the area without entering grades into *Banner*, causing issues with running final reports. There is no backup plan or person to remedy these situations. Dr. Khawaja agreed that the faculty agreement should be modified to specify that faculty must meet all registrar's deadlines for posting of final grades.

Bege Bowers will represent the Provost's Office at an Honors Convocation meeting tomorrow. Alumni and Special Events are evaluating all of the events that the University holds. There are inquiries as to whether the Honors Convocation is where we want to recognize the distinguished professorships. There may be another way to bring more prominence to the awards.

The instructional equipment funding requests will be due by the end of January.

#### 5. Adjourn

*Minutes submitted by Debbie Withrow*