

## DEANS COUNCIL MINUTES

WEDNESDAY, OCTOBER 7, 2009

1:00 – 3:00 p.m.

President's Conference Room

Members Present: Abraham, Bowers, DePoy, E. Fiscus (guest), Furnish, Ginnetti, Kasvinsky, Khawaja, Kobulnicky, Licata, J. Mosca, Singler, R. VanVoorhis (guest), Ward

### 1. Announcements

(Licata) As a part of Global Entrepreneurship Week, beginning Nov. 16, YSU students are invited to submit ideas for new businesses as part of the IdeaLaunch competition. Finalists will be paired with a mentor to assist in preparing a business plan for presentation to the Garden Club Angels, a local organization of individuals interested in investing in small businesses.

(Ginnetti) The Alumni Association will be hosting Alumni events in each college this year. BCOE was the first college to hold this event. BCOE's evening included a wine and cheese reception and a panel discussion that included the Associate Vice-Chancellor of the Ohio Board of Regents, 2 superintendents, and a faculty member. The event was entitled "Challenges and Opportunities for Ohio Educators."

(Singler) The 2<sup>nd</sup> Distance Learning Conference will be held at YSU on Friday, October 16, and 100 people have registered to attend. Barbara Gellman-Danley, (former) Ohio Vice Chancellor, Academic Affairs and System Integration, and Kate Carey, Special Assistant to the Vice Chancellor and Director of the Ohio Learning Network, are guest speakers.

(Khawaja) The Technology Division will begin implementation meetings next week to transition to Blackboard 9. Blackboard bought out WebCt.

### 2. Program Development Plan: M.Ed. and Ed.S. in School Psychology (P. Ginnetti and R. VanVoorhis)

Dean Phil Ginnetti introduced guests Dr. Richard VanVoorhis, Counseling and Special Education, who was recently hired and assumed the duties of interim school psychology program development coordinator, and Dr. Edward Fiscus, who provides services to YSU and is a consultant for the School Study Council of Ohio. Ginnetti stated that Dr. Kenneth Miller, YSU faculty, has worked on the development of the program for several years and will continue to be a valuable resource for the Masters of Education and certificate in School Psychology from the Beeghly College of Education. Program approval requires 2 full-time faculty, and a national search will be conducted this year for a 2<sup>nd</sup> faculty member. Dr. Richard VanVoorhis, a nationally certified school psychologist, said it is difficult to fill school psychologist positions, because there is a great shortage of qualified personnel and that shortage will increase with projected retirements. The State of Ohio is well below the recommended ratio of 1 school psychologist per 1,000 students that is mandated by law. Please see the attachments for information about school psychologists and the Program Development Proposal. Some

resistance from some other universities is expected. However, Akron, Ohio University, and Wright State have discontinued their programs and have not reinstated them. All other major metropolitan areas in Ohio have a school psychologist program. The goal is to create a much-needed pipeline of graduates in Ohio's eastern area to fill the many vacancies.

### 3. H1N1 Center for Disease Control Guidelines (J. Mosca)

Joseph Mosca distributed the Center for Disease Control Guidelines to Deans Council (see guidelines at <http://www.cdc.gov/h1n1flu/institutions/guidance/>). Dean Mosca said that we need to take this flu very seriously and have discussions at many levels about the problem. Preventative measures need to be taken to cut the risk of people catching the flu.

It was reported that Dr. Anderson announced that we are using YSU's regular disaster emergency preparedness plan for all purposes. Dr. Khawaja said that academic issues are not covered in that plan. Therefore, Dr. Khawaja formed a group headed by Dr. Mosca to put together simple disease control guidelines, to look at academic issues, and to encourage flexibility by faculty in dealing with outbreak problems. The guidelines compiled will be communicated to the colleges by next week. Dr. Khawaja will inquire about hand-sanitizer plans.

### 4. SOAR (B. Licata)

Dr. Licata said the Deans received an e-mail about the scheduled 2010 SOAR dates. There are 2 sessions in June 2010, 3 in July, and 5 in August. She stated that 1,000 students register after SOAR and don't attend SOAR. Dr. Licata's desire was to discuss again raising YSU's standards and communicating a different set of expectations. She believes that holding SOARS in August sends the wrong message to our students: waiting as long as possible to register for classes at YSU is acceptable. If YSU wants to set an earlier deadline to register, then scheduling many SOARS in August does not communicate that message. The deadline of August 18 for admission should be moved to an earlier date. Dr. Khawaja will ask Cindy Anderson to attend or send a Student Affairs representative to the next Deans Council meeting.

### 5. Senate Committees (C. Singler)

Dr. Singler passed out information currently being considered by the Academic Standards Committee on *Additional Majors and Degrees* (see the attachment). Deans Council members were asked to send input to Gary Walker, chair of the Academic Standards Committee, or send input to Dr. Singler and he will pass comments to Walker.

### 6. Department Goals/Plans

Dr. Khawaja asked Deans Council to commence working on their departmental goals and annual plans. The Provost will speak to the deans about this assignment in their 1 on 1 meetings.

## 7. Miscellaneous Items (M. Ward): Budget, Overload, Part-time Faculty, Reassigned Time

Marilyn Ward distributed the current 2009-10 reassigned-time summary by category (attached). She reminded the deans that reductions to reassigned time must be resubmitted on the form also.

Marilyn distributed individual college overload figures (attached). The report shows last year's estimates vs. the actual overload figures.

Marilyn requested overload estimates by the end of the month, 10-31-09. Please submit the overload estimates for the year by person and department. Since spring schedules are available, part-time estimates for spring semester must be also submitted to the Provost by 10-31-09.

The quarterly budget statements were mailed to the deans, and Marilyn requested that transfers be made to cover deficits. Everyone was urged to keep funds in the accounting lines where they will be expended. The deans should make budget transfers from the deans' office budgets to department budgets. Smaller departments will begin to experience ordering lockouts if transfers are not done.

Fiscal year 2009 salary savings and research incentive funds were not rolled forward. The course laboratory/materials fees were rolled forward, so the deans have access to those FY 09 funds and funds from previous years if not already expended. Per past practices, the deans should submit written plans for funds to be released.

Referring to her e-mail of 8-14-09, Marilyn clarified that all OEA travel for faculty remains budgeted and expensed in Account 701310--the same as it has been in the past. Account 701305 still holds travel funds; however, the funds must be expensed in Account 701306 - University Business or 701307 - Professional Development.

## 8. Old/New Business

The part-time faculty handbook has not been revised for several years. Dr. Singler has put together a committee to work on revising the handbook.

## 9. Adjourn

*Minutes submitted by Debbie Withrow*