

DEANS COUNCIL MINUTES

WEDNESDAY, OCTOBER 1, 2008

1:00 – 3:00 P.M.

President's Conference Room

Members Present: Abraham, Bowers, Edwards, Elias, Furnish, Licata, Kasvinsky, Khawaja, Kobulnicky, Singler, Ward

1. Announcements

- (Edwards) Dean Edwards announced that on October 9, YSU graduate Sean Jones, trumpeter of the Jazz and Lincoln Center, will play at 8:00 p.m., at Stambaugh Auditorium; tickets are \$10. Also, the Dana Choir will perform music from around the world at St. Columba Cathedral on October 20, 2008. The choir's music included a duet for 2 "cats," written for choirs. The text is meow and it is musically quite wonderful and entertaining. The Music at Noon at the Butler Museum of American Art has also resumed.
- (Licata) Dr. Licata announced that the demolition is done, and the groundbreaking for the new WCBA building will take place on October 27, 2008, at 1:30 p.m. Everyone will be invited. Dr. Licata is looking for best practices from other groundbreaking ceremonies and welcomes suggestions.

There will be a luncheon in the Kilcawley Gallery on Thursday, October 16, and everyone is invited. Mr. Ed Burghard, Executive Director of the Ohio Business Development Coalition, has expertise in brand building and marketing. Burghard's group is in charge of branding the State of Ohio.

2. Academic Affairs Policy Book

Since the Academic Affairs Division has grown sufficiently in size and complexity, Dr. Khawaja felt there was a need again to create a guidebook for the Academic Division. The last known guidebook is dated 1993. Dr. Singler has talked to the academic advisors group about producing an updated guidebook, and they will have 5 or 6 people working on the project. Singler asked the deans to suggest to him anyone who could join and help the group. The guidebook will include anything Council thinks is related to the academic area. Let Dr. Singler know of any informational sources for the project. Drs. Bosley, Kestner, Riley, and Denise Dobson are all on board to help. A discussion followed with several of the members of Council offering suggestions. Dr. Khawaja said that whatever you can do to be helpful in the preparation of this guidebook will be much appreciated.

3. College Fees

Dr. Khawaja just came back from an IUC meeting in Columbus, and it appears there is considerable attraction to keep the subsidy or support linked to the tuition caps. There was much discussion of what the expectations will be for tuition caps. Informal reporting from each university showed that there is a whole spectrum of different fees at each campus. Dr. Khawaja stated that the state's budget picture looks bad--come December or January he believes that YSU will have another budget issue to face. Now may be the time for Council to address the fee issues as well. Dr. Abraham had asked that Deans Council look at the concept of college fees. Dr. Khawaja felt that Council should take advantage of any opportunities we might have now to better align fees with needs. Dr. Khawaja said that if we took a snapshot of the Academic Division fees that have course-designated division and technology fees, what would appear is that year after year we run a significant balance of unspent money, however valid the situation might be. Therefore, it may be better if we had a 2-tiered system of fees to best match the course fee expenses with the course fee costs and college fee expenses with colleges' needs. We really do have 2 different needs for resources. We must continue to be deliberate in our strategy to be careful with the money. It would be a lot easier to track the fees and show the transparency in spending. Dr. Khawaja opened the floor for discussion to give everyone the opportunity to talk about the Academic Division fees.

Dr. Abraham opened by saying that his college has considerable maintenance costs associated with very expensive equipment that must be purchased and maintained in the STEM disciplines. He believes the STEM College needs to have maintenance costs covered through college fees along with personnel that help to operate the equipment, which continually becomes more sophisticated. In his college, the students have access to the machine shop and instrumentation, and technicians maintain the equipment and make sure the equipment is available and working properly. This equipment is not associated with or tied to any one group of courses. Dean Abraham feels that a college fee would be feasible for his college. He also believes a review of the course fees would be in order and a possible shifting of fees into the proper categories would occur. Dr. Abraham stated that as YSU works on building excellence, we need the fees to support that effort. The students are paying for quality education, and the value of their degree is based in part on the equipment and research we have here. Discussion of the college fee concept followed.

Dr. Khawaja said that if the deans think a college fee is a good idea for their college, he will move the request through the proper channels. Before the next Deans Council Meeting, the deans should let Dr. Khawaja know if they want their college to have a college fee.

4. Workload / Overload (Ward)

The 2007-2008 workload or reassigned time issues from last year are not all resolved yet. Three colleges and departments have outstanding issues.

Marilyn may have 4 years of workload and release time data available soon. The Provost's Office is requesting overload estimates by October 31, 2008. It is her intent to pass out preliminary fall workload data in the next couple of weeks. She believes most departments have

their own tracking system, so her report should be confirming what the departments already know. Please get overloads by department, by person, to Marilyn by the end of October.

5. Chairs' Retreat

Tom Maraffa asked Dr. Khawaja to remind the department chairs that Dr. Maraffa is willing to present subsidy and state issues to individual departments, faculty, or college groups. Dr. Khawaja told the deans that he has received good comments all week from their chairs that indicated their Academic Chairpersons' Retreat experience was very valuable. Dr. Licata suggested a day-long retreat be planned in the spring with a different focus and different expectations as we continue the ongoing planning process. Dr. Khawaja is open to what will improve us individually or the institution.

Dr. Khawaja has been hearing information about Human Resources in terms of their services and efficiency, and he has asked Craig Bickley, Chief Human Resources Officer, to attend the October 15 Deans Council Meeting. A short discussion followed, and Dr. Khawaja asked Council to send him their list of items they wish Craig to address. Dr. Khawaja will forward the items to Bickley.

6. Old/New Business

Dr. Singler again requested input from those deans who have not turned in their list of classrooms needing technical upgrades.

Dr. Khawaja asked Deans Council to supply their recommendations on potential commencement speakers to Dr. Singler as soon as possible. (Refer to the minutes of June 16, 2008, for background information on the process of recommending commencement speakers/honorary degree recipients.)

Dr. Khawaja passed out information from Chancellor Fingerhut about the Centers of Excellence (attachment) that was shared at the recent IUC Provosts Meeting. The chancellor passed out this information at a September 16 meeting with the YSU Board of Trustees. Note that paragraph 5 talks about the funding of the Excellence Centers—half of the funding would come from the State, and the other half would come from the university.

A short discussion ensued on the subject of branding. Dr. Abraham felt that to be known nationally for an area of expertise takes a concerted effort and continued investment over a very long period of time. It is possible to achieve but has to be done steadily, strategically, and institutionally over decades. It takes a strong commitment that has to be at the institutional level.

7. Adjourn

Minutes submitted by Debbie Withrow