

DEANS COUNCIL MINUTES

WEDNESDAY, OCTOBER 20, 2010

1:00 p.m. – 2:30 p.m.

President's Conference Room

Members Present: Abraham, Bowers, Chordas, DePoy, DiPillo, Furnish, B. Jones (for Dean Kasvinsky), Khawaja, Licata, Mosca, Singler, Ward

Guests: Jane Kestner, Jack Fahey

1. Announcements

(Jones) The Announcement/Invitation to the Annual Research Luncheon on November 3, 2010, will be mailed this week. Save the date.

(Jones) Barb updated the Deans Council on Peter Kasvinsky's recovery. He will have another procedure and expects to be returning in about a month.

2. Policy Review (Bowers/Singler)

Policies under the purview of the Student and Academic Affairs divisions that are scheduled for the next set of Board of Trustees meetings were distributed by e-mail. Deans are reminded to review and send comments and updates to Bege Bowers by the end of the week (October 22, 2010). Charles Singler also e-mailed the names and numbers of scheduled policies in other divisions. If any of these policies apply to your areas or you are interested in reviewing them, they can be obtained from Jan Schnall.

Dr. Singler has sent suggested changes for the policy on student rights and responsibilities and for *The Code* to Judy Gaines, along with suggestions about issues related to academic matters.

Policy 1011.01 (Continuing Education Unit) will be rescinded or revised, depending on Ron Chordas's judgment.

3. Summer (Khawaja)

Currently, summer 2011 will have the same footprint as summer 2010. Our task is to determine whether we could augment summer term to satisfy critical **student** needs. Mr. Fahey indicated that students are interested in sciences, foreign language (Spanish), and entry-level GenEd such as sociology, psychology, and communications. Deans are to review their summer offerings and see what might be added to fill student needs. Marilyn Ward reminded deans to also look at the caps that are imposed for summer to be certain they are for valid reasons and **not** to just create two or more sections. Dr. Singler also asked deans to be careful that added courses would not displace hours that would normally be taken in the fall or spring.

Please submit proposed course additions to Dr. Khawaja within two weeks (by November 3).

4. Academic Standards (Singler)

A proposal to change the “*F* to *W*” policy will go to the Academic Standards Committee. Dr. Singler has researched similar policies at other universities, and although the exact timeline for changing an *F* to a *W* varies from school to school, YSU is the only institution without a deadline at all.

Dean Licata questioned whether the proper process for policy modification would be to bring proposals to Deans Council, after which they would go to Academic Standards if endorsed.

Jack Fahey mentioned that policy changes will likely result from the new strategic plan—e.g., the open-admissions status.

5. Cabinet Report (Khawaja)

Dr. Khawaja had two main topics to share from the morning Cabinet meeting: the fiscal picture, and negotiations. Neal McNally and Gene Grilli presented the financial picture for FY11 and a preview to FY12 at Cabinet. Due to the lapse (of the 12th payment), YSU is facing a \$3 M shortfall in revenue in FY11. Although the enrollment increase gives additional revenue, compounding the problem are the \$1M reduction in scholarship support from the Foundation; the enrollment incentive; and possibly the need for additional funds for new sections resulting from the same increase in enrollment.

Possibilities for bridging this gap were discussed, but currently there is no clear path to resolution. Jack Fahey added that we will also look at possibilities for revenue enhancement, not just expense reduction.

Negotiations will begin this academic year for the faculty and ACE unions. Currently Cabinet and some resource people have been meeting to identify objectives to achieve. After their final meeting on Friday (October 22), they hope to finish this work and share information with the Board of Trustees. Potential team members for both negotiations have been discussed, with tentative lists being assembled. Once the teams are finalized, the information will be shared.

6. Annual Plans (Bowers)

Departments have been asked to align this year’s annual plans with the four cornerstones of the new strategic plan. Instructions for the annual plans were sent to chairs earlier in the week, with a deadline of January 28, 2011, for chairs to e-mail departmental plans to the Deans, with a copy to Dr. Bowers.

Dr. Bowers is concerned about this past year’s college-level planning and reporting. The original plan was for deans to review and respond to the departmental plans; to supplement department plans with college-level goals; to review and respond to the departmental annual reports; and to include within the college annual reports an analysis of how well departments had

achieved their goals, as well as any concerns about departments' programs or activities. This past year, she received such information from only two of the deans. If the current process is to effectively couple planning and reporting with continuous program review, the deans must do their part. Otherwise, the process can't work at the Divisional level.

Keep in mind that budget resources will be aligned with the cornerstone goals, so it behooves the colleges to be diligent in their planning process.

7. Old/New Business

Dr. Khawaja asked about the website design for CLASS. Dr. Kestner indicated that representatives from CLASS have had several meetings with Marketing but have not heard anything about when their site will be live and functioning. Jack Fahey indicated that Marketing reports it will be within the next week.

Deans were asked to submit names of potential Commencement speakers to Dr. Khawaja and the Academic Events Committee. He will also solicit suggestions from the Cabinet and the Board of Trustees. Names will be sent to the Academic Events committee, which will review the submissions, revise the list of potential speakers, and submit this to the Provost.

December's speaker will be Chancellor Fingerhut.

8. Adjourn

Minutes submitted by Marilyn Ward and Bege Bowers